July 1, 36 % June 30, 39

Form 60-11

SECRETARY'S RECORD



STATE OF IOWA

RECORDS OF THE SECRETARY

of the

Scott COUNTY, IOWA

For the period beginning July 1, 1936, and ending June 30, 1939

FOR DISTRICTS MAINTAINING ELEMENTARY SCHOOLS ONLY 1936 EDITION

Prepared by the Department of Public Instruction, in accordance with Sections 3832-e1 and 3832-e2, School Laws of Iowa

This book is the property of the district. Upon the completion of his term of office, the secretary should deliver to his successor this book, together with all other records, papers and funds.

RECEIPTS

WARRANTS

INSURANCE

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The importance of the secretary's work cannot be over-estimated. It is his responsibility to keep an accurate, detailed, and complete record of the financial transactions of the board of directors, as an accurate, detailed, and the board of the minutes of each meeting. Other duties may be assigned to him by the board from time to time. Among his duties set forth in the laws of Iowa are:

- 1. Take the oath of office before assuming his duties.
- 2. Give bond to the school district and file it with the president (Sec. 4305).
- 3. File and preserve copies of all reports made to the county superintendent, and all papers transmitted to him pertaining to the business of the corporation (Sec. 4308-1).
- 4. Keep a complete record of all the proceedings of the meetings of the board and the voters of the corporation in separate books (Sec. 4308-2).
- Keep an accurate, separate, account of each fund with the treasurer, charge him with all warrants and drafts drawn in his favor, and credit him with all orders drawn on each fund (Sec. 4308-3).
- Keep an accurate account of all expenses incurred by the corporation, and present the same to the board for audit and payment (Sec. 4308-4).
- 7. Submit to the board for its approval at each meeting all bills and salary claims which have been paid since its last meeting before being specifically approved by it and enter in the minutes the action of the board upon each of these expenditures (Sec. 4239-g1).
- 8. Record at each school election, in a book provided for that purpose, the names of all persons voting thereat, the number of votes cast for each candidate, and for and against each proposition submitted (Sec. 4308-5).
- If the district contains a city or town, file with the board a monthly statement of receipts, disbursements, and balances on hand (Sec. 4309).
- Countersign warrants and drafts upon the county treasurer (Sec. 4310, 4398).
- Draw and sign all orders upon the treasurer, which orders or warrants are to be signed also by the president. He shall keep a register of warrants issued (Sec. 4310).
- Take the school census, except in school townships where it is taken by the sub-director (Sec.
- Notify the county superintendent when each school is to begin and its length of term (Sec. 4313).
- File an annual report with the county superintendent (Sec. 4313).
- Report to the county superintendent, auditor and treasurer the names and addresses of the president, secretary and treasurer of the board, as soon as possible after their qualification (Sec. 4314).
- Prepare and post or publish during the first week in July an annual itemized financial statement of receipts and disbursements. If there be no newspaper published in the district, a copy of this statement must also be filed with the county superintendent (Sec. 4242, 4242-b1).
- 17. Deliver tuition fees together with itemized statement to treasurer (Sec. 4277).
- Certify to the county auditor the amount of tax-free land in the school district and by which branch of the government it is owned, also information concerning employees of the state or federal government who live on such land (Sec. 4283-e5).
- File with the county auditor the annual budget estimate and tax levy (Sec. 383).
- Collect tuition of non-residents (Sec. 4233-e1, 4274, 4277).
- Receive warrants for state aid (Sec. 3904, 4186, 4335). 21.
- Prepare such reports as may be required from time to time (Sec. 3834).
- Countersign all bonds issued by the board (Sec. 4407).

SECRETARY'S BOND

The secretary is required by law to give a bond to the school district for such a sum as the board may require but not less than five hundred dollars (\$500.00). This bond, which is for the purpose of insuring the faithful performance of his duties, should be presented to the board for its approval at the time the secretary takes the oath of office, and should be filed with the president of the board. The law provides that the secretary's oath shall be indorsed upon his bond. The cost of the bond may be paid by the school district.

MINUTES OF MEETINGS OF THE DIRECTORS

One of the important duties of the secretary is to keep a record of the meetings of the board of directors. The first record blanks in this book are for that purpose. In addition to the date of the meeting and the names of directors present, the record should list the reports presented, motions made with vote upon each, a list of the bills allowed, and the amount of each bill, and other matters considered. sidered. The secretary, or his substitute, should sign the minutes of each meeting. Further details relative to the secretary's minutes will be found in the school calendar supplied annually by the department of public instruction.

FORMS INCLUDED

- Form S1—Cash Receipts—in which the secretary is to indicate the amounts received by the district from the sources indicated and the funds to which these receipts are to be credited
- Form S2—Warrant Register—for the purpose of recording each warrant as issued, the fund upon which drawn, the amount, and the purposes for which each disbursement is to be made.
- Form S3—Insurance Record—provides space for a record of insurance policies held by the district.
- Form S4-Bond Register-to indicate the amount of outstanding bonded indebtedness, payments of interest, and retirement of each bond.
- Form S5-Tuition Payments-to give information concerning pupils for whom the district is liable to pay tuition and also the amount of tuition which has been paid or is unpaid.
- Form S7-School Warrant (Order on Treasurer)-for the use of the president and secretary in directing the treasurer to disburse funds of the district. After being properly filled out and recorded by the secretary, it is delivered to the payee. This form assumes that the treasurer has authorized the depository banks to pay warrants as received. If the treasurer does not give this authorization the warrant should not specify that it will be paid through a bank and Form S17, School Warrant, should be used in such instances. Sample copies of these forms will be supplied by the department of public instruction or they may be purchased in quantities from school supply houses.
- Monthly Financial Statement-if the school district contains an independent city or town, the secretary is required by law (Sec. 4309) to present to the board each month a report of the transactions of the preceding month. Secretaries of such districts should follow Form S19 as outlined on pages 43-45 of Research Bulletin No. 15 of the department of public instruction entitled "Uniform Financial Accounting for Iowa Schools." Copies of this bulletin may be secured from your county superintendent.

RECORDING RECEIPTS

At the time the secretary receives from any source funds belonging to the district he should issue a receipt and keep a stub or duplicate copy. Blanks for this purpose may be purchased from a local stationer or a school supply house. The receipt should have a serial number and include the date, person to whom issued, amount received, the obligation which is being discharged, and the signature of the secretary acting for the board of directors. Each item of receipt should be entered on Form S1, Cash Receipts, in the manner elsewhere described, and this entry should correspond with the receipt

The secretary should in turn deliver to the treasurer all funds collected and take a receipt for the same. In the event money is delivered direct to the treasurer, the secretary should receive from the school treasurer a notice of the amount so received, the source and purpose of such income, and the fund to which it has been deposited. Following this the secretary should make a corresponding entry in his records.

CLASSIFICATION OF RECEIPTS

In order to account properly for all money, secure uniformity of practice, and facilitate the preparation of the annual report, it is necessary that all items of income be not only entered in the proper fund, but also classified under each fund. According to law there are two funds recognized for all districtsgeneral and schoolhouse. Receipts should be deposited into one of these funds on the following basis:

Schoolhouse fund.

- Collection of a tax authorized by the voters of a district.
- 2. Proceeds of the sale of bonds authorized by law.
- 3. Proceeds of a tax levied to pay principal and interest on bonded indebtedness.
- 4. Proceeds of a tax levied to purchase sites.

General fund.

1. All other moneys received for any other purpose.

Note that in these records receipts are further divided into revenue receipts and non-revenue receipts depending upon their source. Revenue receipts are those coming from taxation, either directly or indirectly, or which do not result in increasing indebtedness or the depletion of school property. Receipts from loans and bond sales or the sale of property, equipment and supplies are classed as non-revenue. Transfers between funds, as provided for in Sections 387, 388, 4217 and 4241, of the School Laws, are non-revenue receipts.

The disposition of receipts as indicated on Form S1 follows this outline:

General Fund

Revenue receipts.

District tax, including special levies for transportation, tuition, and textbooks. Appropriations. Federal and state aid.

Semi-annual apportionment. Tuition.

Other Sources. Non-revenue receipts. Sale of supplies. Other sources.

Schoolhouse Fund

Revenue receipts. Tax for bonds and interest (Sec. 4403).

Other taxes.

Special schoolhouse tax (Sec. 4217-7).

Special schooliduse ax (Sec. 4219). Special site levy (Sec. 4363). Special playground levy (Sec. 4435).

Non-revenue receipts. Sale of bonds. Other sources.

MAKING AND RECORDING AN EXPENDITURE

The secretary can be of much assistance to the board of directors and save them considerable time by assembling in advance of a board meeting all the facts necessary to transact its business. This is particularly true with regard to the payment of bills. The following procedure should be followed:

1. The expenditure should have been authorized by the board or its official representative.

- Secure an itemized statement or invoice of the items for which payment has been requested. If there be more than one invoice from the same party, they should be assembled together.
- 3. Ascertain if all goods have been received in good condition by the district and billed at the price previously quoted to the district.

Note the rate of discount and the date when the bill must be paid in order to secure the discount.

Present the invoice or statement to the board of directors for their consideration. If the board has a purchasing committee it should first be approved by them before presentation to the board.

6. If a warrant has been drawn before the expenditure has been audited by the board of directors, as authorized by Section 4239-g1, School Laws of Iowa, the bills which have been so paid should be submitted to the board for their consideration at the next meeting and the action of the board entered in the minutes of the meeting at which they were finally approved.

7. The minutes of the board of directors should show its approval for each expenditure.

- 8. If the board authorizes payment, prepare an order (warrant) upon the treasurer for the amount of the invoice, less any discounts to which you are entitled. In case two or more invoices from the same firm are paid at the same time, one warrant is sufficient, but the various purposes for which the warrant is drawn should be itemized on it. The left hand side or stub of the warrant should also be filled out.
- 9. Make an entry on Form S2, Warrant Register, as elsewhere described.
- 10. Countersign the warrant when it has been signed by the president.
- 11. Deliver warrant to party to whom the district is indebted
- 12. Place on file a receipt or receipted invoice for each warrant drawn.
- 13. Preserve a file of warrants which the treasurer has paid and returned to the secretary.

CLASSIFICATION OF EXPENDITURES

The records of a district should indicate not only the fund from which the expenditure is made but also the purpose of the expenditure. To meet this need the grouping found on Form S2 is made. These headings correspond with those used by the United States Office of Education and are also found in a

The secretary should become familiar with these classifications and whenever a warrant is issued and entered on the Warrant Register, he should be certain that the amount of the expenditure is placed in the proper column or columns. A statement of the meaning of each heading and the most commonly used items to be included in each column is included for your guidance:

GENERAL FUND

A. General Control.

This includes the "overhead" expenses of the board of education which have to do with the general management of the affairs of the district. Include under this heading-

Secretary's salary.

Cost of bonds for secretary and treasurer, and financial audit.

School election costs, including supplies, room rent, etc.

Records and supplies for secretary and treasurer, such as blank forms, postage, etc.

B. Instruction.

This refers to expenditures for actual teaching and the improvement of teaching. Include under this heading-

1. Salaries of supervisors, principals, and teachers.

2. Textbooks and library books purchased by the district, including cost of transportation

of such books. of such books.

3. Supplies used in teaching, such as chalk, paper, paste, erasers, standard tests, pencils.

3. Supplies used in teaching, and home economics, newspapers and pencils. Supplies used in teaching, said and home economics, newspapers and magazines, and supplies for manual training and home economics, newspapers and magazines, and similar items.

C. Auxiliary Agencies.

This refers to services which are closely connected with the work of a school. Include under this heading-

heading— 1. Transportation of pupils (Cost of additional busses should be included under capital outlay, and the replacement of old busses under maintenance).

Tuition, amounts paid to other districts.

Other items, such as lunches, playground supplies, etc.

D. Co-ordinate Activities.

This refers to activities which are in addition to the regular work of the school. Include under this heading expenditures for health services (nurse, dental service, physical examinations) compulsory attendance, etc.

E. Operation of Plant.

This refers to the cost of keeping the buildings open and usable. Include under this heading salaries of janitors, fuel, water, electricity, sweeping compound, brooms, dusters, floor of soap, paper cups, towels, toilet paper, cost of hauling fuel, etc.

F. Maintenance of Plant.

This refers to the cost of repairing and restoring school property to its original condition. Include under this heading both labor and materials for the repair of buildings, replacement of broken windows, painting and papering, repair of furnace, stove, plumbing, repair of broken furniture or equipment used in teaching, etc.

G. Fixed Charges.

This refers to expenditures which are a fixed or regular charge. Include under this heading the cost of insurance, rent, taxes, etc.

This refers to expenditures for additional equipment, labor and materials for the alteration of old buildings, grounds, heating plants, etc. Note that capital outlay is also a part of the schoolhouse fund. These costs are to be included here only when paid for out of the general

I. Debt Service.

This refers to interest on warrants drawn on the general fund.

J. Transfer to Schoolhouse Fund.

This refers to amounts transferred from the general fund to the schoolhouse fund, as provided in Section 4241, School Laws.

SCHOOLHOUSE FUND

K. Capital Outlay.

This refers to amounts paid out for projects which the voters of the district have previously authorized at an election. This includes the purchase of sites, erection of new buildings, furniture and equipment for ture and equipment for new buildings, labor and materials for alteration of buildings, etc. If the voters of the district have authorized a special levy as provided in Section 4217-7, or the board has made a special levy for the purchase of sites, as provided in Section 4363, receipts and expenditures for such purposes should be separately accounted for.

L. Debt Service.

This refers to expenditures for the retiring of outstanding indebtedness. Include under this heading-

Bonds—payments on the principal of bonds. 1.

Interest—on bonds and interest-bearing warrants.

M. Transfer to General Fund.

This refers to amounts transferred to the general fund, as provided in Section 4217-5.

CAPITAL OUTLAY FROM BOTH FUNDS

The term "Capital Outlay" refers to an expenditure which increases the amount of property owned by the district. Whether or not an expenditure for Capital Outlay as previously defined should be charged to the general fund or schoolhouse fund depends upon the authorization for the purchase. If the issuance of bonds, or a levy for a special state of the control of the profers of a district If the issuance of bonds, or a levy for a special purpose has been authorized by the voters of a district at an election, the expenditure for that purpose should be paid from the schoolhouse fund. If the purchase has been made by decision of the board of education alone, payment should be made from the general fund (unless the board has made a special lawy for the purpose of sites as provided in Section general fund (unless the board has made a special levy for the purchase of sites, as provided in Section

4363, School Laws, in which of The following illustration ma are purchased. If the voters erecting or equipping a build should be paid from the scho the sale of bonds are deposite desks for a room or building desks should be paid from the

The term "Debt Service service charges to be made ag that fund. In other words, fund as that upon which the warrant for \$75 which become the interest amounts to \$1.28 should be entered in column

Payments upon interest warrants are to be recorded Form S2.

Form S1-Cash Receipts.

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4363, School Laws, in which case the purchase of such sites should be paid from the schoolhouse fund). The following illustration may be of value in making this distinction clear. Some new pupils' desks The following indicates in the control of a district have authorized the issuance of bonds for the purpose of erecting or equipping a building and the desks purchased are to be used in this building, their cost should be paid from the schoolhouse fund and entered in Form S2, Column 22, since the proceeds of the sale of bonds are deposited in the schoolhouse fund. However, if a board finds that it needs more desks for a room or building and no bonds have been voted for this specific purpose, the cost of such desks should be paid from the general fund and charged to "Capital Outlay," Form S2, column 18.

DEBT SERVICE FROM BOTH FUNDS

The term "Debt Service" refers to the cost of retiring outstanding indebtedness. The only debt service charges to be made against the general fund are for the interest on outstanding warrants against that fund. In other words, the interest on an outstanding warrant is to be charged against the same fund as that upon which the secretary's warrant is written. To illustrate, a teacher is given a salary warrant for \$75 which becomes interest-bearing and when the warrant is finally paid by the treasurer, the interest amounts to \$1.25, making the total disbursement \$76.25. In this case the amount of \$75 should be entered in column 8 of Form S2 and \$1.25 in column 19 of Form S2.

Payments upon interest and principal of outstanding bonds, and also interest on schoolhouse fund warrants are to be recorded under the schoolhouse fund as "Debt Service" in columns 23 and 24 of Form S2.

USE OF RECORD FORMS

Form S1-Cash Receipts.

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All income of the school district should be entered on this form. Note that the columns are numbered for convenience. Information concerning each item of receipt should be given as follows:

Column 1-The date upon which the secretary receives an amount.

Column 2—The party from whom the funds are received, such as "Treasurer of Iowa County," "State Comptroller," etc. If your district has territory in more than one county, the name of the county from which money is received should be part of the notation in this column.

Column 3—The purpose for which the funds have been turned over to the district, as "Apportion-"Standard School Aid, Hill School," etc. In case the amount received, such as a draft from the county treasurer, is to be divided between the general fund and the schoolhouse fund, the draft should indicate the amount to be placed in each fund and this division should be observed.

Column 4—The number of the receipt the secretary issues when accepting funds.

Column 5—The total amount received by the general fund.

Column 6-The total amount received by the schoolhouse fund. Note that if a remittance, such as the receipt of tax proceeds from the county treasurer, is to be divided between both funds, the entire transaction may be entered on one line.

GENERAL FUND

Column 7—The amount of tax received from the county treasurer, which is to be credited to the general fund. Receipts from special tax levies to pay for textbooks, transportation, and tuition of pupils should be included in this column. The name of the county from which received should be a part of the entry in column 2.

Column 8—The amount received from the county treasurer, as the semi-annual apportionment, and the amount received from the state or federal government as aid. The name of the county from which received should be in Column 2. The kind of aid (standard school, mining camp school, consolidated school, etc.,) should be part of the entry school.

Column 9—The amount collected from other districts or parties for tuition of pupils attending your school. The proceeds of a special tax levy, as authorized by law (Sec. 4386-3), for the payment of tuition should not be entered in this column, but should be included in Column 7. The name of the district or individual paying the tuition should

Column 10—The amount received from rent of buildings, interest on deposits, cash gifts or fees. The nature of the receipt should be entered in Column 3.

Column 11—The amount received from the sale of any school supplies. The particular kind of supplies which have been sold should be indicated in Column 3.

Column 12—For local use, where a special record is desired.

Column 13—The amount received by transfer from the schoolhouse fund, which has been authorized by the voters of a district, as provided in Section 4217-5, from insurance adjustments, refunds, or the proceeds from the sale of property (unless the voters have directed

that it be placed in the schoolhouse fund). Note—The sum of the entries in Columns 7 to 13 inclusive, for any horizontal line must exactly equal the amount in Column 5.

SCHOOLHOUSE FUND

- Column 14—The amount received from district tax which has been levied to pay the interest on outstanding bonds or to retire part of the principal.
- Column 15—The amount received from a special levy of one mill by the board of directors, for the purchase of sites as provided in Section 4363, or a schoolhouse tax which has been approved by the voters of the district, as provided in Section 4217-7, or a special levy for playgrounds, as provided in Section 4435. The remittance from the county treasurer should specify the proceeds of the levy made and the special levy should be mentioned in Column 3.
- Column 16—The amount received from the sale of bonds of the district which have been authorized by the voters. The name of the party who purchased the bonds should be entered in Column 2. If the bonds sold were funding bonds (bonds issued to retire outstanding bonds) a statement of this fact should be given in Column 3.

Column 17—For local use, where a special record is desired.

Column 18—The amount received from transfer of a surplus from the general fund as provided in Section 4241, or sale of property which the voters have directed to be placed in the schoolhouse fund (Sec. 4217-2).

Note—The sum of the entries in Columns 14 to 18 inclusive, for any horizontal line must

exactly equal the amount in Column 6.

Column 19—For notations or balances the secretary may choose to record.

Form S2-Warrant Register.

Whenever the secretary issues a warrant which has been signed by the president of the board, an entry should be made on this form. The secretary should determine how much of the total of each warrant should be placed under each of the headings of Columns 7 to 25 inclusive, and make the entries as indicated below

Column 1-The date upon which the warrant is written.

Column 2-The number of the warrant.

Column 3—The name of the party to whom the warrant is issued, such as "Globe Supply Company," "Sam Smith," etc.

Column 4—The purpose of the expenditure, such as "Geography Maps," "Sweeping Compound," "Secretary's Salary," etc.

Column 5-If the warrant is drawn upon the general fund, the total amount of the warrant should be entered here.

Column 6-If the warrant is drawn upon the schoolhouse fund, the total amount of the warrant should be entered here.

Columns 7 to 20-In these columns the total amount entered in Column 5 should be distributed. Refer to "Classification of Expenditures" General Fund, on second page for further details. For example, a payment to the secretary of \$12.50 from the general fund is details. For example, a payment to the secretary of statement and \$5.00 is for authorized. Of this amount \$7.50 is for the salary of the secretary and \$5.00 is for sweeping compound, floor brushes, and floor oil. In Column 5 should be entered \$12.50, in Column 7 (General Control, see page 2) should be placed \$7.50, and in Column 15 (Operation of Plant, see page 2) should be placed \$5.00. Note that the sum of the entries in Column 7 to 20 inclusive, should agree with the amount in Column 5. The column numbers after each item in the list of supplies should assist in placing expenditures in the proper column.

Columns 21 to 25—In these columns the total amount entered in Column 6 should be distributed. Refer to "Classification of Expenditures" Schoolhouse Fund, page 2 for further details. For example, assume an expenditure of \$625 for the payment of principal and interest on bonds is authorized. Of this amount \$500 is to retire a bond and \$125 is to pay the interest on outstanding bonds. In Column 6 should be entered \$625, in Column 23 the amount of \$500 should be placed and \$125 in Column 24. Note that the sum of the entries in Columns 21 to 25 inclusive should agree with the amount in Column 6.

The secretary should retain in his file itemized invoices or receipts for all warrants drawn, and they should be filed in the same order as the warrants are issued.

Form S3-Insurance Record.

The purpose of this form is to have a record of the insurance policies which the board of directors has purchased. Its use is herewith indicated:

Column 1—The building, property, or individuals upon whom the district is carrying insurance, as "Building, District No. 4," "Contents, Building No. 4," "Teachers," etc.

Column 2—The type of protection covered, as "Fire," "Tornado," "Workmen's Compensation,"

Column 3—The name of the company that issues the policy.

Column 4—The name of the agent through whom the board purchased the insurance.

Column 5—The number which the insurance company has placed on the policy.

Column 6-The amount (in dollars) of insurance named in the policy.

Column 7—The date upon which the protection began, as stated in the policy.

Column 8—The number of years for which the policy is issued, as "one," "three," etc.

Column 9-The date upon which the policy ceases to be in force.

Column 10 The rate or cost of insurance for each \$100, \$1,000, etc., of protection.

Column 11—The total cost of the policy to the district.

Column 12—The number of the secretary's warrant issued in payment of the premium.

Column 13-For any use the secretary may choose.

Form S4-Bond Register,

The secretary should have a record showing at a glance facts concerning the bonded debt of the school district. To do this requires that a continuous statement of outstanding bonds and their retirement be kept. Data concerning the entire series of bonds are entered at the top of the page and a section composed of two adjacent vertical columns is given for each bond. As interest coupons are section composed of two adjacent vertical columns is given for each solid. As interest coupons are paid, a record should be kept in the parallel columns of each section. Since the semi-annual interest is constant during the life of a bond, a single entry at the top of each section after the words "Interest Due" to indicate the amount of interest to be paid semi-annually is sufficient.

Since all of a series of bonds may not be retired during the time this book is used, this record form should be carefully preserved until all of the bonds listed herein are finally paid, or the record of unpaid bonds transferred to another book.

Form S5-Tuition Payments.

It is desirable that the secretary have a record which shows the names of pupils who are residents of the district and for whom the district is obliged to pay tuition and the amounts of tuition paid. This record will also show the names of pupils for whom tuition has not been paid and the amount of unpaid tuition. Entries on this form will be made as follows:

Column 1—The school year, such as 1935-36, in which a pupil, resident of your district, attends another school at the expense of your district.

Column 2—The name of the pupil who has attended school in the other district.

Column 3—The name of the school or district where the pupil has attended.

Column 4—The number of months which the pupil has attended school in the district during the year indicated in Column 1.

Column 5—The amount of tuition charged per month for the time the pupil attends. Column 6—The total amount of tuition due for the time indicated in Column 4.

Column 7—Date when a warrant has been written in payment of the tuition.

Column 8-The amount of the warrant written in payment of tuition.

Columns 9 and 10-In the event that the eatire payment of tuition is not made at one time, payments later than those reported in Columns 7 and 8 will be entered in these columns. Follow instructions given for Columns 7 and 8.

ANNUAL REPORT TO COUNTY SUPERINTENDENT

At the close of the school fiscal year, the secretary prepares and sends to the county superintendent an annual report which includes both attendance and financial data. The information on pupil attendance ance should be secured from the teachers' reports. The financial part will be taken from the secretary's records. Blanks for this report will be sent to you from the county superintendent's office.

RECONCILIATION WITH TREASURER

Upon the preparation of the annual financial statement by the secretary, he should confer with the treasurer and note whether or not their records, and particularly their balances, agree. The secretary's balance in each fund should exactly agree with the treasurer's balance, if all warrants issued by the secretary have been paid. If there be a difference between the secretary's balance in any fund and the treasurer's balance for the same fund, the difference should be the total of the warrants which have not been paid.

EXAMINATION BY STATE AUDITOR

According to law there will be an annual examination of the secretary's records by representatives of the state auditor. The examiners have indicated that the secretary should have in readiness for the audit the records coatained in this book; and in addition the following materials:

Concelled warrants which have been returned from the treasurer.

Itemized invoices for all warrants drawn, or receipts where invoices have not been filed.

Receipts for moneys turned over to the treasurer.

Duplicate receipts for moneys which he has collected.

Copy of the annual budget estimate for the preceding fiscal year, which has been certified to the county auditor.

Minutes of meetings of board of education. Cancelled bonds and coupons.

LISTS OF EQUIPMENT AND SUPPLIES

It is essential that the difference between these two terms be clearly understood. Equipment refers to articles whose use extends over a period of years, while supplies are materials which are consumed through use. For example, desks, microscopes, phonographs, etc., would be classed as equipment, whereas chalk, paper, or sweeping compound are considered supplies. The lists given below ment, whereas chalk, paper, or sweeping complete serious are not complete but include items which are purchased frequently. To secure uniformity of account. ing they should be adhered to strictly.

EOUIPMENT

Purchases of equipment are made either to replace worn out equipment, or to add to the amount on hand. If the equipment purchased is for replacement purposes, it should be charged to Maintenance, and the cost entered in Column 16 of Form S2. If its purchase means additional equipment, it should be charged to Capital Outlay, general fund, and the cost entered in Column 18 of Form S2, unless the purchase has been authorized by the voters of the district, in which instance the cost should be entered under Capital Outlay, schoolhouse fund, in Column 22 of Form S2.

the considered as equipment:

Balai Band Band Bask Bask Bask Bath Batte Bed is Be

Binde Binde Binde Bit-te Bit-te Bit-te Black Black Black Block Block Block Boiler Boiler Boiler Book Book Book Book Book Bottle Bottle

Bowl Bread

Bullet Bunse

Bus Bus si

Bust

Cabin

The following	articles are to be con	sidered as equipm
ing machine	Calipers	Display case
ressing Machine	Call bell	Ditto machine
gauge	Camera Can opener	Document case Domestic science to
moistener	Can opener	Door check
pump il	Candelabrum Canvas	Door knob
11 Abala	Canvas curtain	Door mat
chair can	Card holder	Door mat Door opener Door screen
B	Card rack	Door screen
er	Card rack Carpenter's bench Carpenter's gauge	Door sign
er bit	Carpenter's gauge	Drafting machine
omobile	Carpenter's horse	Drawing board
omobile horn	Carpenter's square	Drawing compass
omobile jack	Carpet	Drawing instrumen
	Carpet beater Carpet sweeper	Drawing pen Drawing table
ing	Carpet sweeper	Drawing table
	Cart	Drill
	Carving knife	Drinking fountain
nce d saw	Cash box	Dry measure
ner	Cash register Chafing dish	Dumb bell Duplicating machin
meter	Chain Chain	Dust pan
n	Chair	Duse part
n tet	Chair deak	Easel
cetball goal	Chair pad Chalk trough Chart Chart printer	Electric bell
room fixture	Chalk trough	Electric fan
ery ery (storage) ery tester	Chart	Electric fixture
ery (storage)	Chart printer	Encyclopedia
ery tester	Check protector	Eraser cleaner
	Check writer	
cover	Chisel	Fan
spread springs ling	Chopper	Fastening machine
springs	Circuit breaker	Faucet
nog	Chopper Circuit breaker Clamp	Field glass
DWB	Ciay working equip-	Filing cabinet Filing case Filter dish Fire alarm glass
h	ment Cleaver	Filing case
cle	Clock	Fifter dish
ele raek	Clock Clothes bar Clothes basket Clothes horse	Fire alarm glass
ng machine	Clothes basket	Fire alarm system Fire axe
er	Clothes horse	Fire extinguisher
ing equipment	Clotnes wringer	Fire crute
culars	Coal hod	Fire grate Fire hook
ool	Coal screen	Fire horn
race kboard	Coal screen Coal scuttle Coal shovel	Fire hose
cboard compass	Coal shovel	Fire shovel
ket	Coffee pot	Fireless cooker
cher seats	Coffee urn	First aid cabinet
CB C	Collapsible table	Flag
ceutter	Combination II	
c holder	Combination padlock Compass	Flag rope
-off valve	Cooking coning	rintiron
r	Compass Cooking equipment Cooking stove Cord bolder	riuoroscope
r plug	Cord holder	Folding chair
r tube (not text)	Cork Border Cork Binoleum Corkserew Costumer Cot Couch	Foot rest
(not text)	Corkscrew	Forceps
case	Costumer	Force pump Fork
ends rack	Cot	Form (for duce
e, syphon	Couch	Form (for dressmak Fume hood
e, vacuum		Funnel
c, vacuum	Crockery	Furnace
l board	Cup	Furnace tool
a-brae	Cup dispenser	Furniture
case	Curtain rod Curtain, stage Curtain, window Cushion	- In the contract of
er .	Curtain, stage	Garbage can
ler fountain	Cushion Cushion	Garden hose
et	Cylinder	Garden tools Gas light fixture
tin board	Symmer	Gas light fixture
en burner	Dater	
	Dating machine	Gas range
ign	Desk	Gauge glass
	Desk lamp	Giant stride Glasses
er	Dictionary	Glasses
et	Dictionary holder	Globe
lating machine	Dish	Gong
	Dishwasher	Graduate (glass)
		Grand stand

Display case	Grass shears	Letter press
Ditto machine	Grindstone	
Document case Domestic science table	Gymnasium equipment	Level
Door check	Hack saw frame	Library equipment
Door knob	Hall tree	Linoleum
Door mat	Hammer	Lock
Door opener Door screen Door sign	Hamper Handbag	Locker
Door screen	Handbag	Loops for pipes
Door sign	Handle	
Draiting machine	Hatchet	Machine
Drawing board	Health scales	Magazine cover
Drawing compass Drawing instrument	Heating equipment Hektograph	Magazine rack
Drawing man miene	Hinge	Magnet Mail box
Drawing pen Drawing table	Hinge Hitching post	Mail chute
Drill	Hitching strap	Mail chute Mallet
Drinking fountain	Hoe	Mangle
Dry measure	Horizontal bar	Manual training ber
Dumb bell	Horn	Map
Duplicating machine	Horse	Mat, gymnasium Mattress
Dust pan	Horse clippers	Mattress
Easel	Hose Hose equipment	Measure
Electric bell	Hourglass	Mechanical drawing instrument
Electric fan	Hydrant	Mechanical drawing
Electric fixture	Hydrometer	table
Encyclopedia	Hygrometer	Medicine cabinet
Eraser cleaner		Megaphone
	Ice box	Meter stick
Fan	Ice chisel	Mimeograph
Fastening machine	Ice chopper	Model
Faucet Field glass Filing cabinet	Ice cream freezer	Mole trap Mop handle
Filing cabinet	Ice pick	Mop handle
Filing case	Ice tongs Incinerator	Mop wringer Mortar and pestle
Filter dish	Indian club	Motor
Fire alarm glass	Ink well	Mouse trap
Fire alarm system	Insect net	Musical instrument
Fire axe	Interest table	Music rack
Fire extinguisher	Iron bucket	Music stand
Fire grate Fire hook	Iron cord Iron fence	
Fire horn	Iron fence	Nail box
Fire hose	Ironing board	Negative rack
Fire shovel	Iron wedge	Negative tank
Fireless cooker	Jack	Night latch Nozzle
First aid cabinet	Jack chain	Numbering machine
riag	Jack plane	14 dilibering machine
Flag pole	Jar	Office chair
Flag rope	Jug	Office desk
Flatiron		
Fluoroscope Folding chair	Kettle	Padlock
Foot rest	Key	Pail
Forceps	Key rack	Pan
Force pump	Kindergarten chair Kindergarten locker	Paper baler
Fork	Kindergarten table	Paper cutter
Form (for dressmaking)	Kitchen cabinet	Paper punch
	Kitchen utensil	Pastry cutter Pencil sharpener
Funnel	Knife	Phonograph
Furnace Furnace tool	Kotex cabinet	Phonograph record
Furniture		Phonograph stand
r ut illture	Laboratory apparatus	Photograph
Garbage can	Laboratory cabinet	Physics apparatus
Garden hose	Laboratory table	Physiology chart
Garden tools	Ladder	Piano Picture
Gas light fixture	Lamp guard	Picture Bistore frame
Gas plate	Lantern (janitor's) Lantern (stereopticon)	Picture frame Picture hook
Gas range	Lantern slide	Pitchfork
Gauge glass	Laundry equipment	Pitch pipe
Giant stride Glasses	Lawnmower	Plane
Globe	Lawn roller	Playground equipme
Gong	Lawn spinkler	Pliers
Graduate (glass)	Lens	Plumber's Iriena
Grand stand	Letter file	Plumbing material
	Letter opener	Pointer

Postal scale
Printing frame
(photographic)
Program clock
Projector
Protractor
Pruning shears Pruning shears Pulley Pump Punch Putty knife

Radio Radiometer Rake Rat trap Recitation seat Reducer Reel for hose Refrigerator Register, cash Reins Relief map Repair jack Retort, laboratory Rotary duplicator Rubber hose Rubbish burner Rubbish can

The cost of supp compound is used in t of Plant" in Column 1 should also be entered used for instructional Form S2.

Each of the items of Form S2 in which Expenditures, on seco and in case the item n expenditure should be board, in which case t they might be used in under Instruction sup should be given on the

The following arti Absorbent cotton-10, 14 Accounting form—7, 10
Acetylene—15, 16
Acid—10, 15, 16
Adding machine supplies—
10 10 Adhesive cloth—7, 10 Adhesive tape—10, 13, 14 Alcohol—10, 14, 15 Ammonia—10, 14, 15 Anti-freeze solution—7, 11 Apples—10, 13 Application blank—7 Application blank—7 Apron—10, 13, 14, 15 Art glass—10, 10 Art gum—7, 10 Asbestos—11, 16 Asbestos tape and paste— 16 Athletic goods—13 Attendance register—10 Automobile tire—11 Awards—10, 14

Badges-10,14 Badges—10, 14
Bag, paper—7, 10, 13, 15
Bulap—10, 11, 15
Baking powder—10, 13
Ball, playground—10, 13
Ball, playground—10, 13
Bandage—10, 14
Barrel—15, 16
Basebull—10, 13
Bakethall—10, 13
Bak—10
Bat—10, 13
Bedde—10
Benverboard—10, 16
Benverboard—10, 16
Benverboard—10, 16
Benverboard—10, 16 Beaverboard-10, 16, 18 Belt dressing—15 Belt lacing—15, 16

account-

amount tenance. it should nless the entered

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ng bench ım

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hine

pment

en below

Projector Protractor Pruning shears Pump Punch Putty knife Radio Radiometer Rake Rat trap Recitation seat

Postal scale

Printing frame

(photographic) Program clock

Reducer Reel for hose Refrigerator Register, cash Reins Relief map Repair jack Retort, laboratory Rotary duplicator

Rubbish can

Sand table Satchel Saw Scales Science table Scientific apparatus deissors Scoop Scoop shovel Score board Scraper Screen door Screw driver Scythe Seat. recitation Sectional bookcase Serving trav Sewing machine Shears Shovel Slide (lantern) Slide (playground) Slide rule Soap dispenser

Ruler

Safe Salt shaker

Spading fork Spatula Sphere (model) Spindle file Spoon . Spring balance Sprinkling can Square Stair tread Staple fastener Statuary Steel locker Steel measuring tape Steel shelving Step ladder Stereopticon Stereoscope Stove Strainer Stylus

Swing Switch

Teeter

Table Tablet arm chair

Thermometer

Tabulating machine Tape measure

Transfer case Transformer Tray Triangle Trophy case Tumbler Type Typeholder Cypewriter Typewriter desk Umbrella stand Urn, flower Utensil, kitchen

Toilet fixture

Tool Tool rack

Towel rack Traffic sign

Vacuum cleaner Work bench Wrench Vacuum eraser cleaner Vase Vehicle Vending machine Ventilating fan Ventilator

Volley ball net Volt meter Wagon Wand

Wash basin Wash board Wash boiler Wash bowl Wash tub Washing machine Waste basket Water cooler Water meter Water softener Weaving frame Wheelbarrow Window glass Window pull Window shade Window ventilator

Wringer Yard stick

SUPPLIES

The cost of supplies should be charged to the purpose for which used. For example, sweeping compound is used in the operation of a school plant and its cost should be entered under "Operation of Plant" in Column 15 of Form S2. Coal, or other fuel, is used for "Operation of Plant" and its cost should also be entered in Column 15 of Form S2. Drawing or construction paper is most frequently used for instructional supplies and its cost should be entered under "Instruction" in Column 10 of

Each of the items given below is followed by one or more numbers to indicate the respective columns of Form S2 in which the cost should be entered. The secretary should refer to the Classification of Expenditures, on second page and determine to which of the classifications the item properly belongs and in case the item might fall under more than one heading, decide into which column this particular expenditure should be placed. For example, accounting forms may be used by the secretary of the board, in which case their cost would be entered under "General Control," Column 7 of Form S2. Or they might be used in an arithmetic or bookkeeping class, in which instance their cost should be entered under Instruction supplies, in Column 10. The heading over the column in which the cost is entered should be given on the left hand side, or stub, of the secretary's warrant.

The following articles are to be considered as supplies:

Benzine—7, 10, 15 Bill heads—7, 10 Binding cord—7, 10 Binding tape—10 Blackboard chalk—10 Absorbent cotton—10, 14 Accounting form—7, 10 Acetylene-15, 16 Acid—10, 15, 16 Adding machine supplies—7, 10 Adhesive cloth—7, 10 Adhesive tape—10, 13, 14 Alcohol—10, 14, 15 Ammonia—10, 14, 15 Anti-freeze solution-7, 11 Apples—10, 13 Application blank—7 Apron—10, 13, 14, 15
Art glass—10, 16
Art gum—7, 10
Asbestos—11, 16
Asbestos tape and paste—11, Athletic goods-13 Attendance register—10 Automobile tire—11

Awards—10, 14 Badges-10,14 Bag, paper—7, 10, 13, 15 burlap—10, 11, 15 Baking powder—10, 13 Ball, playground—10, 13 Bandage—10, 14 Barrel—15, 16 Baseball—10, 13 Basketball—10, 13 Bat—10, 13 Beads—10 Beaverboard-10, 16, 18 Belt dressing—15 Belt lacing—15, 16

Blackboard cloth—10 Blackboard eraser—10 Black print—10
Blank forms—7, 10, 14
Blotters—7, 10
Blue print paper—7, 10
Bobbin—10 Boiler compound—15 Bolts—11, 16 Bolts—11, 16
Book cover—10
Book keeping supplies—7, 10
Book plate—10
Book pocket—10
Borax—10, 13, 15
Bracket—16, 18, 22
Bracket—10, 11, 6, 18, 22 Brads—10, 11, 16, 18, 22 Bread—10, 13 Brick—16, 18, 22 Bristol board—7, 10 Broom—15 Brush—7, 10, 11, 15, 16, 18,

Bulb, electric—15 Bulb, flower—10, 16, 18, 22 Bunting—10 Burlap—10, 15 Butter—10, 13 Button hook-10 Calendar pads—7, 10 Calico—10, 13 Candle—10, 15 Carbide—10, 11, 15

Carbon contact (for bell)—10, Contract forms—7, 16
Carbon paper—7, 10 Conting salt—10, 13, 15
Cardboard—7, 10 Cord—7, 10, 15
Cords—7, 10 1, 16, 18, Carbon paper—7, 10 Cardboard—7, 10 Cards—7, 10 Cards—7, 10
Casters—16
Catalogue cards—7, 10
Catalogue sips—7, 10
Cament hardener—16, 18, 22
Census supplies—7
Chair seat—16
Chalk—10 Chamois—10, 11, 15 Charcoal—10 Charcoal—10 Chart paper—7, 10 Checkbook—7, 10 Cheesecloth—10, 13, 15 Chemicals—10, 11, 15 Chloride of lime—10, 15 Chloride of hime—10, 15 Chocolate—10, 13 City directory—7 Class record book—10 Clay—10 Cleaning compound—15 Cleaning powder—15 Clips, paper—7, 10, 14 Closet springs—16 Cloth—7, 10, 13, 14, 15 Clothes brush—7, 10, 13, 15 Clothes line—10, 13, 15 Clothes line—10, 13, 15 Coal—15
Coat hanger—10, 13
Cocoa mat—11, 15
Commencement invitations— Conduit-16, 18, 22

Construction paper-10

Correction fluid—7, 10 Cotton, absorbent—10, 14 Counter brush—10 Crayons—7, 10 Cross section paper—10 Crushed stone—16, 18, 22 Cups, paper—13, 15, 18, 22 Curtain cord—16, 22 Decorations—10 Denatured alcohol—10, 14, 15 Deodorant—15 Desk pad—7, 10 Diagnostic tests—10 Diploma—10 Diploma ribbon—10 Disinfectant-15 Distilled water—10, 11, 15, 16 Door check filler—16

Dowel-10, 16 Drawing paper—10 Dry cell—10, 16 Duplicator refill—7, 10 Duplicator stenci—7, 10
Duplicator stenci—7, 10
Dust cloth—10, 13, 15
Dust layer—15
Dust mop—15
Dye—10, 15 Eaves trough-16, 18, 22 Elastic-10, 14

Electron material—7 Electric light bulb—15 Electrolyte—10, 11, 15, 16 Emery cloth—10, 15 Enamel—10, 15, 16, 18, 22 Enrollment cards—10, 13 Envelopes—7, 10 Erasers—7, 10 Ether—10, 11 Examination book—10 Examination paper—10 Excuse blanks—7, 10 Eyelets—7, 10

Felt letters—10, 13 File (for shop)—10, 16 Filing materials—7, 10, 13 Filler, wood—10, 16, 18, 22 Film cement—10, 13 Filter paper—10, 15 Fire extinguisher filler—15 First aid set—10, 14 Flash cards—10 Floor brush-15 Floor dressing—15 Floor oil—15 Flour—10, 13 Flour—10, 13
Flower pot—10, 16
Flowers—10, 16, 18, 22
Flower seeds—10, 16, 18, 22
Flushing liquid—15
Fly paper—15
Folder—7, 10, 13, 14
Fountain—10, 13
Fountain—10, 13
Fresher—15, 16
Fresher—15, 16
Fresher—15, 16
Frush—10, 13 Fruit—10, 13 Fuel—15 Fuel oil—15

Furniture polish—13, 15

mae-15

Fuse refill—15 Galvanized pipe—16, 18, 22
Gas—10, 13, 15
Gasket—16
Gasoline—7, 10, 11, 15
Gas mantle—15
Gas mantle—15
Gas mantle—16
Glass window—16, 18, 22
Gliders (for chairs)—16
Glue—7, 10, 15
Graphite—10, 11, 15
Graph pape—7, 10
Grass seed—16, 18, 22
Gravel—16, 18, 22
Gravel—16, 18, 22
Gravel—16, 18, 22
Gravel—10, 11, 15
Graph pape—7, 10
Gummed figures—7, 10
Gummed tape—7, 10
Gymnasium supplies—10, 13
Gymnasium supplies—10, 13
Gymnasium supplies—10, 13 Music paper-10 Muslin-10, 13, 15 Number cards-10

Gymnasium supplies-10, 13 Hacksaw blade—10, 11, 16 Handle—10, 16, 18, 22 Hanger, clothes—10, 13 Hektograph refill—7, 10 Hektograph supplies— Hook, coat—15, 18, 22 Hooks and eyes—10

Ice—10, 13, 15 Index cards—7, 10 Index tabs—7, 10 India ink—7, 10 Indoor ball—10, 13 Ink—7, 10 Ink eradicator—7, 10 Ink powder—10 Ink well—7, 10 Invoice book-7, 10

Journal-7, 10 Journal paper-7, 10 Kerosene-10, 11, 15 Kindergarten material-10

Labels—7, 10, 13, 14 Lacquer—10, 16, 18, 22 Lard—10, 13 Lead—10, 16 Lead pencil—7, 10 Leather—10, 16 Ledger—7, 10 Ledger 7, 10 Ledger paper 7, 10 Letter folders -7, 10, 14 Letter heads -7, 10 Lettering pen -10 Library cards -10 Lime -10, 15, 16, 18, 22 Liquid glass -15 Liquid soap—15 Lock nuts—11, 16 Lumber—10, 16, 18, 22 Lye—10, 11, 15

Machine bolts—11, 16 Macreme cord—10 Magazines—7, 10, 13 Manila rope—10, 15 Matches—10, 13, 15 Meat—10, 13 Medicine—14 Medicine ball—10, 13 Metal polish—10, 15 Milk—10, 13 Mimeograph paper—7, 10 Mimeograph supplies—7, 10 Modeling board—10 Mop—15 Mortar—16, 18, 22 Motor oil—15 Mucilage—7, 10 Muriatic acid—10, 15

Nails—10, 11, 16, 18, 22 Napkins—10, 13 Needles—10, 14 Newspaper—10 Notebook—7, 10, 13, 14 Notebook cover—7, 10, 13, 14 Notebook rings—7, 10

Oak tag—7, 10 Oil—10, 11, 15 Oilcloth—10, 13 Order blanks—7, 10 Outline map—7, 10

Packing—11, 16, 18, 22 Pail—10, 11, 15 Paint—10, 11, 16, 18, 22 Paint brush—10, 16, 18, 22 Pamphlet—7, 10 Paper, art—10 bookkeeping—7, 10 carbon—7, 10 construction—10 crepe-10 doilies-10 drawing—10 examination—10 mimeograph—7, 10 music—10 practice—10 squared—7, 10, 14 theme—10 toilet—15 towels—15 towels—15 typewriting—7, 10 wall—10, 16, 18, 22

Paper clips—7, 10, 14
Paper cups—15
Paper plates—10
Paper powels—15
Paste—7, 10
Pencil—7, 10, 14
Personnel forms—7, 14
Personnel forms—7, 10
Phonetic drills—10
Phonetic drills—10
Picture wire—10, 15
Pins—7, 10
Pins—7, 10
Plan book—10
Plan book—10
Plante—10, 16, 18, 22
Playground ball—10, 13
Poilsa—10, 15
Postage—7, 10
Postage—7, 10
Postage—7, 10
Printed notice—7, 10, 13
Printing—7, 10
Printed notice—7, 10, 13
Printing—7, 10 Printed notice—7, 10, 13 Printing—7, 10 Pupil register—10 Push button—10, 16, 22 Push pin—7, 10 Putty—10, 16, 18, 22

Radiator brush-15 Radiator compound—11 Raffia—10 Haffia—10 Rasp—10, 16 Rat poison—15 Record book—7, 10, 13, 14 Record cards—7, 10, 14 Reed—10 Reed—10
Report cards—10
Report forms—7, 10, 14
Requisition blanks—7
Ribbon for diplomas—10 Ribbon for office machine— 7, 10 Rock salt—10, 15

Roll for duplicator—7, 10 Roof cement—10, 11, 16, 18, 22 Roofing material—10, 11, 16, 18, 22 Rs, 22 Rope—10, 11, 13, 15 Rope binders (library)—10 Rubber ball—10, 13, 16 Rubber bands—7, 10 Rubber keys—7, 10 Rubber stamp—7, 10 Rubber stamp—7, 10

Safety pins—10, 15 Salt—10, 13, 15 Sand—10, 13, 15, 16, 18, 22 Sandpaper—10, 15, 16 Sanitary napkins—15 Sanitary napkins—15
Sanitary towels—15
Sash cord—11, 16, 18, 22
Sawblades—10, 16, 18, 22
Sawdust—10, 15
Scorebook—10, 13
Scratch pad—7, 10
Screen wire—10, 11, 16, 18, 22
Screws—10, 11, 15, 16
Screw hooks—10, 11, 15, 16
Scrubbing compound—15 Scrubbing compound—15 Scrubbing compound—15 Secretary's book—7 Seeds—10, 16, 18, 22 Sheet iron—10, 16 Sheet music—10 Shellac-10, 11, 15, 16 Silver polish—10, 15 Slating (blackboard)-16, 18,

Soap—10, 13, 15 Soldering material—10, 11, 16 Solvent—15 Spindle for valve—16 Spindle for valve—16 Sponge—10, 15 Springs—10, 11, 16 Stain—10, 16, 18, 22 Stamp, postage—7, 10 rubber—7, 10 Staples—7, 10, 11, 16 Statements, blank—7, 1 Stationery—7, 10 Steel cable—16 Steel wool—10, 15, 16, 18, 22 Stencils—7, 10 Stove bolts—16 Strings, musical instruments Sweeping compound-15

Tablet—7, 10
Tacks—7, 10, 11
Tags—10, 11
Tags—10, 12
Tape, adhesive—10, 13, 14
bookbinding—10
Tennis ball—10, 13
Tests—10
Textiles, cloth—10, 15
yarn—10
Thimbla—10

Thimble—10 Thread—10 Thumb tacks—7, 10, 14 Trumb tacks—7, 10, 14
Tickets, admission—10, 13
Tin drinking cup—13, 15
Toilet paper—15
Tongue depressors—14
Towels—13, 15
Toy—10
Toy money—10 Toy—10
Toy money—10
Tracing cloth—7, 10
Tracing cloth—7, 10
Tracing cloth—7, 10
Treasurer's book—7
Trophy—10, 14
Turpentine—10, 15, 16, 18, 22
Twine—7, 10, 15
Type cleaner—7, 10
Typewriter eraser—7, 10
Typewriter ribbon—7, 10

Valve compound—10, 11, 15 Varnish—10, 15, 16, 18, 22 Varnish remover-10, 15, 16, 18, 22 Vegetables—10, 13 Volley ball—10, 13

Wallpaper-10, 16, 18, 22 Wallpaper cleaner—16, 18 Washers—16, 18, 22 Washers—16, 18, 22
Washing powder—10, 13, 15
Waste—10, 15
Water color—10
Waterproofing material—10,
11, 16, 18
Wax—10, 15, 16
Waxed paper—10, 13
Weaving material—10
Wight abort—10, 14 Weight chart—10, 14
Wire—11, 15, 16, 18
Wood—10, 11, 15
Wood filler—10, 11, 16, 18, 22 Wood splinters— Work books—10 Wrapping paper—7, 10, 13, 15 Writing fluid—7, 10

Yarn-10

Zinc-10, 11, 16, 18, 22

Minutes of the Board of Directors Date of Meeting July 1 st Form 60-11 Secretary (A) PARROTT A 2016 CO., WATERLOO, 10WA C10706 Date of Meeting | Form 60-11 Secretary | January Members Present: Itlindt, Eckermann, Hock, Bonnell, Johnson, Schaff, Schneklock absent Bosge and Jakel
Business Transacted: The regular meeting of the Board of Directors was field this day as frovided by law. Meeting called to order by Pres. Herbert Schnecklock at \$30 P.M. Members Present: was fix Business Transacted be fined 11 Ou minutes of the last annual meeting were read by the Secretary and W. E. Hen carried. on motion duly seconded affroved as read. The chair afforited Directors toch and Eckermann to check the books of The Secretary On n estimate both committees reforted the books OK to the best of their Knowledge & belief. Treasurer Jakel being called upon reforted the financial condition of the School Tuf. as follows The date On m On hand July 1 - 1935 from 5500,08 On motion of Bounell secondel Alexator by Escermant that Treasurers about 45 Tecepto ducting year 925697 report be accepted as read. Cariel #,4757.05 On m " disbursemento with Lo The following bills were fresheld School School School School Section etc 5.50 7159.72 I'd al general fund 7597,33 On n On hand July , 1935 day for carried Chas F Schnack Labor # 487-16.26 537.93 a.m. Blood & Joble de 928 Resempted during year Elruch o 69931 161.38 J. E. Baum gastner luition 738.00 Pishessements hour \$ 8296.64 total balandand. Farmers Eles B. Cool 81.67 Carried On motion of Koch seconded by Estermann matt Parrott & Sous Co all bills be allowed. Carried for Secretary Bonnell and Johnson artify Lloyd Boustian Bol Sul On m To clean as tellers the bresult of the ballot be 6 votes for the present incumbent On m all votes east where upon the fresent incombrent was declaired re elected for the ensuing. The vote for Treasures was 6 votes for Water Jahel Lalies Pa all votes east who was declaired re elected for the ensuing year; at 11 c Both secretary and Treasures qualified by being sworn in by Director Herbert Schnecklock

Minutes of the Board of Directors Date of Meeting July 4
Form 60-11 Secretary JATE PARROTT SONS CO., WATERLOO, IOWA C40706 Members Present: On motion of Bonnell seconded by Thindt the Bond of Secretary Business Transacted: On motion of Bonnell seconded by Schoff that the Secretaries salary be fixed at \$1000 fer year carried th ون be fixed at 1000 for year carried by Educann that we again have W. E. Herrick Tune and go over all the planoes except the one at 40.8 @ 225 each nd On motion of Bonnell seconded by Koch that in making out our budget estimate That we estimate a 4 70000 that levy for the general thank and that the date of the hearing be set at July 20 It at 8 ochris F. m. 36 at Dist 20 4 and o of wife On motion of Bounell seconded by Klindt that we ask the Farmers Revotor Co and Wiese Lumber Co book of Redidge In To submit bils on about 45 Jon of coal To be delivered to the various schools carried. coudes res On motion of Eckermann seconded by Kock what schools start ang 31 of with Labor day, Thanksgiving, Christmas and Kew year off as holidays carried re On motion of Kuch seconded by Schaff that we allow teachers 100 per day for Board and Lodging without dry other salary in case school is closed capited 5.50 7-16.26 928 Shuch children to attend school at Dist to 6 at a total tuition of 15.00 for year 738.00 81.67 3.43 On motion of Bounell seconded by thendt that Directors be empowered to clean School houses and grounds same to meet the affroval of the Pais. carried 5.10 104,00 On motion of Bonnell seconded by Estermann that we fermit the Great falses Pipe Line Co. To live trees at Dist. No. 7 Carried. cled at 11 oclock P.M. rector Augo il Schnelloil Bery

Minutes of the Board of Directors Date of Meeting July 20
Form 60-11 Secretary MAIT FLOOR OF WATERLOO, 10MA CH0706 Date of Meeting 1936 Members Present: Herbert Schnecklock, Herman Boege, Grover Zabel, Kolivin Johnsone and Valentine Eckermann, Members Preser Business Transacted: Meeting Called to order by Pres. Herbert Schneckloth at 850 P.M. Minutes of the corresponding meeting 1935 read by Secretary and on motion afflowed as read.

Director Boege presented bill for \$2.20 sufflies furnished at 20.5 which whom motion of gabel seconded by Relumann was allowed. Business Transa That a C Mr. Re mough as fleep Bids for sufflying the school Jul with about 44 Jon of coal were submitted alter a by Wiede Sumber Co afed the Farmers Elevator Co both of Eldridge, In Mlindt after due consideration on motion of zabel seconded by Eckelmann that be hes we furchase 44 Jon Primose W. Val flow the James Revator Co same To be delivered to the various with the exception of Us. 8 @ 8 95 per Jon carried On motion of Johnson seconded by Esternance That the Central Trust and Kdwin. Bavingo Bank be designated as the defasitory Bank with a majimum defail deralter 18 of 125000 carried (thilomena? by Bonnell seconded by thinks make at a Board meeting July 12 36 and Mrs Leonas John & Dorock that The Secretaries and Treasurers Bond be reduced to 4, todogs teach carried Cealler of On motion of Kekermann seconded by Johnson that Bonds be secured through The Merchanto Bonding Co Des Maines, In Debal Tel to pay freemium of Fred & Doroe Churcian Grover 3 This being the date set for bearing on the Budget and there being no objectors therefor on motion of zatel seconded by Boege that budget be affrored and a tap of \$7000.00 be levied for the General fund Carried Chas D East Days Mis Herr On motion of Johnson recorded by Zahel that Director Rekermann be anthorized to have School house roof re-shingled at Died. No 2 Carried On -Scholle On motion of Restamana seconded by Johnson that the President be enfowered to order more floor oil when the fresent suffly is used adjunced at 1030 P.M. Hugo co. Schnek look Siery. There The m

Minutes of the Board of Directors Date of Meeting Seff 16
Form 60-11 Secretary MATT PARROTT & SONS CO., WATE RECEIPTS Members Present: Klindt, Eckermann, Koch, Bonnell, Boege, Johnson, Schoff & Schnecklock. Business Transacted: Meeting called to order by Pres Schnecklock at 930 P.M. and asked That a Committee ofrom Burler Juf headed by Mr. Reistroffer be heard. Mr. Reistraffer explained that their local School had been closed for lack of enough pufals, and there for they asked that 5 of their children be accepted WARRANTS as plefils at Dist. No. 6 of Lindoly Juf. after they plea had been heard and after due consideration by our Board upon motion of Bonnell seconded by Whingt that we defer attion until the School Board of Butler Juf. could be heard from. Thation carried The following Bills were presented for fayment 11.81 refairs kdwin Johnson Cleaning School No 6 8.80 Caller Kluever 1440 Thilomena & Violetta Raabe Mis Leonard Schaff Washing & Cleaning curtains #7 200 John & Dorothy Bonnell Cleaning School no L 1440 Tafails 1995 Maller Kock Fred& Dorothy Jugarheimes Cleaning els 25.20 brough Christian Kwold Shingling No 3 21.25 Grover Jakel Kvil O No 8 Chas I Schnock material & Labor Ko5 175.17 127.82 Skingles East Day Fuel Co Cleaning No 5 Mis Hermon Boege On motion of Bonnell seconded by Schoff that the above bills be allowed motion carried There being no other business on motion

Minutes of the Board of Directors Date of Meeting Special Dec. 29 1936 Dist No 5
Form 60-11 Secretary MAIT PARROTT & SONS CO., WAITERLOO, 19WA CHOTOS Members Present: Itlindt, Eckermann, Bonnell, Boege, Johnson, Schnecklock Business Transacted: Meeting called to order at 10 45 a. M. Pres. Herbert Schnecklock faciling Minutes of the Oseft. 16th 36 meeting read by seculary and on motion duly I recorded and adopted affroned as read. The purpose of the meeting being that furnace trouble had developed at \$65 Director Bocge being called whom and epplained that an explosion had taken place a few days and and that he had called a meeting of the fatrons of the district and that it was their opinion that this furnace was unsafe for children to be near and that a new heating plant should be custalled. of the for H. Wiese Co of Eldridge. In as to fine ste of a new feeling plant. While walting for the JAWiere representative the Board proceeded to fass on bill that had accumulated which were as follows. le-D. 8 m. T.C. Co. Electric current 1937 - no 2 1530 a m Blood Co Black board and I Desk no 4 67.80 as. H. Wiere Co / Cepairs & Labor to date 59.66 I load cobo no 7 V Farmers Elevator Co. 1,50 Wiere Tumber Co Lumber "6 On motion of Klindt seconded by Bonnell that the above bills be allowed and ordered paid On motion of Eclarmann seconfed by Johnson that we feered people living within the township to hold dard fasties in the various schools of the Township if same is agreeable to the fations of the district carried. In motion of Johnson seconded by Eckermann that directors be allowed 300 for attending meetings limiting the number to 5 annually and the Secretary was ignormated to take this matter of with the Country Suft. and our thate legislators that such laws be enacted at the nept session

Date of Meeting

Members Preser

Business Transa East of fund

adopted

Minutes of the Board of Directors Date of Meeting Dec 29-36 Continues of Form 60-11 Secretary MATI PARKOTT & SONS CO., WATERLOO, 10WA C407015 RECEIPTS Mr thigo Eckermann of Jas. A. Wiese lo having arrived Business Transacted: by Kliholt that we install a Teach Island heater 76 223 at a east of \$ 75 of delivered and set up and Jas H. Wiese agree to remove old furnace to base ment of School Dist. To 8 Earried. at No 5 Their being no other business on motion duly seconded and adopted meeting adjourned 120 Pm. l taken enstalled. Augo W. Schneklork Treas. refresentative be allowed schools erried. lowed nd the t. and & session

Minutes of the Board of Directors Date of Meeting Date of Meeting Man 15
Form 60-11 Secretary MAIL PARROUND SON, WATERLOO, 10WA CM Members Present: Herbert Klindt, V.a. Refumana, Waller Kock, B.S. Bonnell Members Pres Herman Boege, Edwin Jahnson, Lesonard Rehaff, Grover Jobel and Herbert Schnecklock Business Transacted: Meeting called to order by Pres. Herbert Schnecklock at 130 P. M. Minutes of the corresponding meeting of 1936 were read by the Secretary and on motion affrond his read. I Jhe following bills were fusciled for payment. Business Tran Kldridge mutual Telephone Co Batteries and toll Danesfort High School wition 996, 75 Le blaire ". 101.25 1.89 a. M. Blood les Farmers Elevator Co 70.03 Edwin Johnson 9.33 B. A. Bonnell afbert Schnecklock The Herbert I tlindt 1655 It wiere co Wal 119.75 and after due consideration of the above bills on motion of Bonnell seconded by Schaff ital bills be allowed and ordered faid motion carried · On On motion of thack seconded by Jabel that telephone at no 8 be sold at a price of not less than 1200 carried. act Pres Schnecklock affairles the following committees
Directors Bonnell. Tabel and Hoch to andit books of out going directors
and Johnson and Boege to canvass votes can't for Director tat Soige. The former reported as follows 1655 Dist no 1 Due Director Reindl On molion of Rehalf Lear " " 2 " " Z.a. Kelamana Gre 25.06 Seconded by Johnson that " " 4 " " A. Bornell". . . . Herman Boege 1.15. bills not already approved 233 be allowed and faid carried

13.

les 20

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Minutes of the Board of Directors Date of Meeting Non 15
Form 60-11 Secretary MART PARROTTA BONG CO., WATERLOO, 10WA CH0708 1937 Continued east for Director at Large reported as follows 18 votes to Cart of The Members Present: Committee on voles L.G. Schneddick L. a. Schnetcloth baving received the largest number of votes twas declaired elected for the ensuing year Business Transacted: Herbert Schnerblock W.E. Jahn 2 11 Herbert Klindt 2 " Harry Klindt 2 " On motion of Tych seconded by Bonnell that a vote of thanks be extended to out Walter Took 1 " Walter Jakel 1 " going Directer and Paes. Herbert Schnecklock B, & Bonnell 1 " A. B. Sauger motion carried unanimously archer Itlindt There being no other business on motion ? the old Board adjourned. Augo W. Schneplock bery. The new Board of Directors Consisting of H. B. Dawyer, 26. Kekermann Walter Koch. B. S. Bounell, Derman Boage, Edwin Johnson, Leonard Ashaff and Grover Zabel, (La. Schnelloih Director at Large not present) proceeded to organize by being sworn in by Secretary Aug W. Schnelloih. On motion of Eckermann seconded by Achaff That Walter Kock act as temporary chairman motion cakined. Board proceeded to ballot for President Directors Achoff and Johnson acting as tellers. The result of the ballot being as follows leater took having received the largest number of votes was declared elected President of the Board and Swan in by they we Schnetland Deing Waller Noch 3 voles La. Schneklick 13 & Bonnell decreard behoff Director at Large S. G. Schneklock having arrived was sworn in by Augo W. Schneklock Desig. Grever Zabel

Minutes of the Board of Directors Date of Meetin Form 60-11 Secreta Date of Meeting War 15

Form 60-11 Secretary MATI PARHOTI A SONS CO., WATERLOO, 10WA C40700 1937 Coulined Members Present: The following amounts were asked for by the various

Business Transacted Districts Members Prese Business Transacted: Dist. No 1 mak refairs

No 2 minor repairs no amount sperified

" I Well reeds funding
" I additional on faint job

" 5 1 Dead here to be removed

" 6 Achael house needs faint and New toilets 200° Business Trans meetin The Is an comm where accep 7 Not any " 8 Windows lights replaced. condit Director Bacque agreed to remove the dead tree at No. 5 free of On he ton motion of Sawyer seconded by Bonnell that Director Zabel be authorized to refair windows at 76.8 On motion of Achaff seconded by Sawyer that the various amounts asked for by the Suk Districts be tallowed carried. The following teachers were placed in nomination Ou, refert On motion of Ecleemann seconded by Johnson that all teachers placed in nomination be affroned carried not any Dist. no 1 \$ 1453 Elna Plamberk marion Fellner n 1 3 Isanet Zabel Miss Holland 1. " the On motion of Bounell seconded by Johnson liket director Barryer be empowered to fill vacancy at no! . 11 -5 Celia Schneklock inclu 11 11 6 Qi Debla Schloefelde Haw On motion of Bonnell seconded by Ectermann that teachers Dav Salary for the ensuing year be fifted at \$ 75.00 for mo. for 12 grade dell auft 1/3 00 per mo. for 2 but hade
On motion duly seconded and adopted the meeting adjourned at 430 P. M. Hugo CV. Schneslock Decy. Allen Zacc pea

Minutes of the Board of Directors Date of Meeting July Porm 60-11 Secretary MAST PAROTT A SOUR POR WATERLOO, 10WA C10706 Members Present: Sawyer, Kakermann, Koch, Bonnell, Boege, Schaff & S.a. Schnetclock & ec a Business Transacted: The regular meeting was held this day as fromded by law meeting called to order at 08 20 P. M. by Pees Koch who freedel. I hel chair affainted Directors S. a. Schnekloth, Schaff and Bonnell a committee to andit books of Reig. I were and Eckermann, Brege and Dawyer a Committee to arealt brooks of Treas. both committees reforted brokes &. T. Where whon motion of Saudyer seconded by Bounell that both refuls the accepted. condition of the Dehool Tup as follows. On hand July 127, 936 \$ 7597 33 Tecrifts Bring year \$326.40

Disburstments for year \$8080.71 School house fund On hand July 1- 156 / Tereifts for year 226.51 uls No. Disburstness on hand \$ 925.82 On motion of Estermann duly seconded and adopted Treasurer's notolion carried. referts was ackepted as read red The following bills were presented that of Herbert Mindt for ed 145 35 O being Juoney advanced on wing and lighting job at Dist. No. I On motion of Bonnell seconded by Feckermann tilat the entire bill be faind and of the school house fund. The amount mentioned including interest figured a 4's % for 14 months motion carried Tawkeye Garage Sion bars of Dist 16 7 3.5 On motion of Bonnell Davenfort Ashall Dist. Luilion 868.50 seconded by Dawyer ital bills be allowed excepting 40.50 Shiridan Juf. builion Clauda Glung 45.00 that of zoighlers and that 9.83 same be held will make maps Dist No 1 Case is in working order Carried Leonard Schaff

Minutes of the Board of Directors 1937 Continued Members Present: On motion of Dawyer seconded by Bounell that we turn down offer of \$1000 for telephone taken out of School it Rub D ist. No. 8

Business Transacted: I Cardied On busilion of Sawyer Seconded by Eckermann
That the afore said telephone be stored with the President of the School
Carried: Since miss Holland who had afflied for the school
at Sub Dist. No. 5 had accepted some other school therefor on motion
of Assures 2000 to the Sawyer of the school of the school of the school of Sawyer seconded by Estermann that we now askeft miss Hazel Hansele who had applied for this school, carried. Meeting fraced to ballot for Decy. & Treas L. G. Dehneklork and B.D. Bofrell acting as tellers vold for Seretary was as follows I voles for spage w. Schnekloik all voles cast wheek afor he was I voles east for the ensuing year Tole for the assured was I voles cast where whom Mr Jabel was declaired re-elected for the ensuing year. Both Berrethy and Treasured leing sworn in by Prets. I walter toch. On motion of Bonnell seconded by Dawyer that the Secretary and Treasured be bonded in the bound of 1000 00 each and that see fonds be written by the Merchants Bonding Co. of Des Mornes, & at a fremium of \$1,50 total carried. On motion of Sawyer seconded by Bonnell that salaries be fifted as follows for the ensuing year Being 1200 Carried 3000 motion carried On motion of Bonnell seconded by Jawyer that Cl. E. Herrick be hired to Tune pianoes at all Tschool excepting no. 8 at 225 each carried Dinester Deconded by Ichaff that Director Dawyer be authorized to refair fence at Diet. no 1 Escried - 7 On motion of Boundel duly seconded and adapted that we ask the Eldridge Coiof. Co. And Wiese Str. Co lo dubriet bils on 45 tond coal to be delivered to the various schools in the Jup carried

Minutes of the Board of Directors Date of Meeting July / 27
Form 60-11 Secretary MATI PARADIT & SOMP CO., WATERLOO, IOWA C40706 _1937 Coulinued Members Present: On motion of Rohoff Seconded by Boege that we levy a tak of 4 1500 00 for the General fund. Carried by Deknekloih that the hearing on the Budget estimate hearing be held at Dist. To. 4 July 22 nd at 8 P.M. lung 6.8 un al Board On motion of Bonnell seconded by Dawyer itsel the Central Trust & Dav. Bank be named as the defasitory Bank in the sum of 12,5000 carried. zel On motion of Bounell seconded by sawyer that we receive bids for fainting schools at Dist no i and 6 carried. nd zua. On motion of Bonnell duly seconded and adopted that schools start & Sept. 6th and that we grant I fabor day and Thankagiving as holidays carried airal les iref On motion of Bounell seconded by Dawyer that directors be enfowered to hire kelp to clean school grounds. nea On motion the neeting adjourned at 1135 Pm. Hugo W. Schnellock Beci. a, 4 wyer

Minutes of the Board of Directors Pote of Meeting July 2 2
Form 60-11 Secretary WATER SOME OF WATER LOO, 10WA C40706 Members Present: Sawyer, Eckermann, Koch, Bonnell & Boege Business Transacted: Meeting earlied to order by Pres. Huch at \$50 PM.
This being the date set for hearing objections to the budget there being none therefor on motion duly seconded and allofted the budget was affected as footed. TI Bids were afened to suffly the school Juf. with 45 tou coal to be delivered to the various technols after due consideration on motion of Bonnell seconded by Dawyer that twe accept the bid of the Stedridge Co. of Coo of 9/20 for ton for Primrose W. Vir coal classed On motion of Ectermann seconded by Dawyer that J. N. Bonnell be given the contract of fainting the school at Wist. no. 4 66 at a lotal cost of 12500 for both Ichools. Service Co bid of 15 gal floor oil at to lold cost of 900 be accepted On motion of Bonnell seconded by Sawger that the bill of field motion carried motion carried On motion of Bonnell seconded by Dawyer that Horace moelle be be hered to deliver a load of clushed rock to Dist no 6 at a cost of \$160 fer ton delivered carried. On motion of Bonnell seconded by Eckermann that we here 18th. Tack to clean toilets at Shist. How 86 at \$500 per toilet. On motion of Bounell seconded by Sawyer that we make paper towels part of our regular sufflied carried. On motion the meeting adjourned at 1015 P. M. Khnekloid Reg

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Minutes of the Board of Directors Date of Meeting Oct. //
Form 60-11 Secretary MAIT PARROTT A SONS CO., WATERLOO, IOWA C4070 RECEIPTS Members Present: Dawyer, Eckermann, Koch, Bonnell, Brege, Schaff, & Schnekloch Business Transacted: Meeting called to order at 8'8 P. M. Pres. Koch presiding Since the water hafter being tested proved to be unbase for human use. Therefor the matter of sufflying water for the children at to is was brought to The lattention of the Bloard! I Mr. Hock director at no 3 glated that he Chad spoken to all the fratrons of said dist advising them that Mr. Banstian had consented to permit connecting onto his wated exten where whow the fatrons agreed to deg the ditch for the laying of the file free gratifo. We fife water from the Feed Baustian place a distance of afflopmolely 1000 ft. chesied On motion of Schoff seconded by Sawyer that Director tock be authorized to sufervise the laying the above Frentibuck fife. carried. Dince the South roof of Dist. No! affeared to be getting in bod state of refairs. There for whom motion of Externann seconded fit Ichelf that we shingle the Strick side of Dist. No! with wooden shingle Mr. It'd Holland doing the work under the sufervision of Director Daylyer carried. On motion of Bonnell seconded by Sawyer that we let the school suffly contract To Gloyd Baudian of Eldridge, & carried. Sois & Melva Schoff Cleaning 207 \$ 1680 Edgar auliff es all Tefairs 76 5 1240 Christian Revoldt Tefairs 76 1 432 The following bills were frequiled. Erha Schully sufflies Xo1 \$1.04 Herbert Sawate Cleaning 763 1200 On motion of Eckermann seconded by Bonnell that all bills be allowed Canig Elie Much 6.52 11 & Bufflies No3 terd Jugenheimer 17.80 that Hursella Bonnell aleaning to & There being no other business on notion that meeting adjourned at 925 motion that meeting adjourned at 925 mm Scot Farm Bureau Service Co. OK oil Hot 303 Desk Cofies 265 Bausting blace 201 Cobs & Posts 687 Kldridge Coof Co washing chades?

Minutes of the Board of Directors Date of Meeting Man. 21 &Form 60-11 Secretary MATI PARROTTA SONS CO. WATER ASSOCIATION OF THE PROPERTY OF THE Members Present: A. B. Dawyer, V. a. Eckermann, Walter Koch, B. A. Bonnell, Herman Boye Edwin Johnson, George Pekalik, Grover Jabel and J. a. Schneklich at large Business Transacted: Meeting called to order at 120 P. m. Pres. Walter Koch fresiding Minutes at -1 Ninutes of the edinesfording meeting read by the Secretary and after some corrections affroved as head. I. A. Schnetcloth, Grover Zabel and Herman Goege affointed a committee To audit books of aut going directors and repited as follows Dist to 1 due director \$27.95 7605 \$1.60 7606 due director \$22.33 on motion duly seconded and adopted committees report be accepted and bills paid carried. The following bills were fresented 13. A. Bonnell Leonard Schaff and H. B. Harvyer due director 27.98 Herman Boege " "
Edwin Johnson "
James A Elliese Co Sufflies No 7 V. a. Eclesmann afformled a committee 1.16 to canvass vote for Director of Jarge 22.33 which resulted as follows 8.78 Bahool Dist of Daverfort Listing Ind. Achool dist. of Laine L. G. Schneplock 25 voles, W. E John 1 HB Sauger 4975 and Leonard Religfo I. a Schnekloil having 81,00 Glover Jabel Orefairs etc No 8 (elbert Schnesklock Cleaning No 4 reid the largest kumber of votes was 3.76 declaired is elected for the ensuing year. 3.00 Edulas Coof Co Coal No 1 4/2 47.53 There being no other business on Wiele Lor Co Shingles no! 30.60 motion of V. a. Eckermann duly seconded and adopted the old Board adopted. On motion of B. D. Bonnell seconded by V. G. Eclumann Augo W. Schnekloik Seig that all the Tabove bill be allowed and faid motion carried. Dist No 6 Having not had a meeting on the record Monday in march Mr. Elevin Johnson present director tendered his resignation as director at No.6 which was accepted.

Minutes of the Board of Directors Date of Meeting Man 21 New Board Members Present: Harold Eckermann, V.a. Eckermann, Walter Koch, B. D. Bonnell, Mis C.C. Krambert & Brown Jakel and S. L. Schnellorh at large. Geonard Schaff, Srover Zakel and C. G. Schnellock at large. Business Transacted: The Board protected to organize by being sworn in by Secy Augo W. Schneploth Walter Kock was afforted temporary chailman where upon the meeting proceed To ballot for Pres. L. G. Schnehlock find Grover Jakel acting as tellers The result of the ballot being as follows Walter Kock 7 botes and Da. Sickermann 1 vote Twhere upon Walter North was declained recelected president for the ensuing year and was swow in by Secretary Hugo W. Schnedlock The Secretary was instructed to contact Mit Bendteler to fill vacancy caused by the resignation of Exchusion The following refairs where deemed necessary. The following teachers Dist. no 1 Foundation spreading on north side not any were placed in nomination " no 2 Ceiling and Walls fainted Walls frinted out 4000 no! Kena Schult " no 3 Ceiling and Challs cleaned and fainted no and. No 2 Juna Planteck " No 4 Inside fainting " no 5 ' Dead Tree to be removed metal ceiling 1. 3 Dovoily Jugenheimer " 4 Janet Bakel plaster on walls refaired walls fainted Kalonett floor 1. 5 undecided two applicants refaired, locks repaired 2 new lengths of 7" store pipe " (Celia Schreeklich Dist No 6 Inside fainting Relective lights " 7 Della Schlorfeldt. On motion of Bounell seconded by O. a. Roberman " No 8 That the above applicants On motion of 13 & Bonnell seconded by U.a. Eckermann be affroved daried. that the various ilems asked for be taken care off. Maller of leashers salary was diensed at length visk 7500 for no apon for 1st Sude with teaching experience and \$7000 for 1st Sude without teaching efferience unless afflicated has attended summer school in some teachers college when they shall also be entitled to 750 fer mo. on motion of Bounell seconded by V. a. Eckermana motion calried adjourned at of 4 to P. M. Hugo W. Schneklock

Minutes of the Board of Directors Afecial meeting Dist no. 4 april 11. Members Present: Harold Edumann, U. a. Echermann, Walter Kock, B. D. Bounell Me Ben Litzcher, Grover Jahel and L. a. Ahnellock.

Business Transacted: Meeting called to order by Pres. Walter Hoch A 830 P. m. B. D. Bonnell director at Dist. No. 4 foresented his resignation as a member of the Board. Owing to some dificulties which had arisin in Diet 161 Through no fault of Mr. Bounell and on advise of his Doctor who asked that Mr. Bounell be relieved as a member of the Board. Therefor on motion of U. G. Externan seconded by G. Jabel that eve accept Mr. Bounella resignation motion easied. as Mr. albert Schnesklock who had been previously coulacted regarding The director ship in Dist. no 4 was fresent where as on motion of & Jabel seconded by V. a. Echermann that albert Schnecklock be affeinted to fell the vacancy caused by the resignation of Mr. Bounell motion carried Where whom albert Schnecklock and Ben Sitscher newly afformted director at Dist. No 6 were sworn in by the Secretary. There being no other business on motion of 2.4. Relument seconded by G. Zabel ital we abyour motion carried time 930 9 m Ango W. Schnedlock Recretary

Minutes of the Board of Directors Date of Meeting July /
Form 60-11 Secretary MATY PARISTY / FOILS CO., MYSERICO, IOWA C40706 1928 Regalar Board meeting Members Present: Harold Eckermann, V. a. Eckermann, Walter Koch, albert Schneklock Mrs C C Tramberk, Ben Litacher, Leonard Achoff and S. G. Schneklock Business Transacted: Meeting ealled to order at 830 PM Pres Water Noch fresiding.
Minutes of the July 1st 1937 meeting read by the Secretary and on motion affrond
as read The following bills were presented Treasured Walter Zabel being called whom repailed the fenousalt Acael Farm Bureau Dervice Co. amount of bill 53 Condition of the July. as follows. General fd. \$ School Rouse fd July 137 on hand 8515.78 July 1-37 on hand 1444 C C Brown Tuilion 81,00 Lloyd Bauslian 1656 Central Trust & Dav, Bank Medeifts for year 1006435 Receifts 60.20 1 1 201.20 XE Baumgartner 940.50 V. a Collelmann 19.30 Disburstments 8321.10 Dis 145,38 on hand \$ 10259.03 Bal 7055,82 245 Walter Stock Celia & Schneklock 316 Merchanto Bonding Co 11,50 making a Colal of \$ 11314,85 of On motion of Louard Schaff seconded by which \$88794 was in restricted Bank V.a. Ecleeman that all bills be allowed tearned On motion of albert Schnecklock seconded by Ben Litschen Treasurera refort be accepted as read motion carried. La Schneldock V. G. Eclemann El albert Schnecklock were affainted a committee to andit books of Secy & Treas, who reported everything OK! Board freezed to vote for Decy & Treas Harold Echermann and Ben Litacher acting as Tellers Vote for Secretary was I votes cast for spage W. Schnelloth all votes cast where Refore the fresent incumbrant was declaired re elected for the ensuing year Vale for Treasurer was 7 votes cast for Walter Zabel all votes cast where thou the present incumbrent was de claired se elected for the ensuing Zear. Both the Recretary and Treasurer were sworn in by Pres. Walter Koch. On motion of Leonated Dehoff seconded by V.a. Eckermann That their bouls be eftended

Continued Minutes of the Board of Directors Members Present: with the Merchants Bouding Co at 1000 as each at a fremium \$1,50 Me Business Transacted: On motion of albert Schneklock seconded by Ben Litschen that its halary of the Secretary be fixed at 90 to for the ensuing year and that of the Treatment at 30 to for the chisning year carried. On motion of Lonard Schaff toeconded by V. G. Eckermann that of levy a Tax of 17500 to in the general find and that we fix July Is at 8 ofclock P. M. do the time for the budget hearing carried. motion carried. On motion of albert Schnecklock Treconded by U.a. Eckermann that we designed the Central Trust & Davings Bank of Educate, In as the defasitory Band will a Maximum defasit of \$12500 motion carried The matter of be decorating schools in Sub Dist. 76's 2-3-4-6 &7 came of and the secretary I was instructed to call for bids from J. M. Bonnell and Henry North On motion of Leonard Schaff seconded by albert Schnecklock that the school grounds be cleaned by the Director at a cost not to exceed 40 to fee how carried Secretary was instructed to receive bids on 45 ton of coal to be delivered to the various schools from the Eldridge Coop. Co and Wiese Str Co both of Eldridge, Ia. On motion of Va Relemann seconded by Ben Litscher That schools On motion of Leonard Schaff seconded by V.a. Eclermann that we quant Labor day and Thanks giving as holidays carried. On motion of albert Schnecklock seconded by Ben Litschen ibat Walter Fork be authorized to remove from well at Dist 76.3 and ihat the well be filled carried.

There being no ather business on motion duly seconded and adopted the meeting Judgourned at 11. Pm Jugo W. Schneklock Deciy.

Minutes of the Board of Directors Special meeting Water Kock, albert Schneckloth, Ben Litscher, Leonard Achaff of S.a Schnesled Tedecoradton the solver in Business Transacted: Tedecoradton the schools in No-2-3-4-687 for which bids had been asted resulted as follows Henry a. Hork \$ 7500 for the labor or 50 to per hour C. R. Harrington 2500 for the labor The School Juf. in both cases to furnish the material after dud consideration on motion of fethert Schnecklich becould by Ben Litable what we accept the bid of Henry a. Kock at 1500 for the 5 with any additional work such as the work at Dist 26 and outside fainting at Dist 10 3 at 50 its fer hour. motion carried Matter of Insurance came sef and it was decided to increase the insurance on the Schools including equipment \$ 370000 as follows on motion of Loused Schoff. seconded by L.a. Schnickloth duly carried I Ina in ferce agled for on asked for on equiftment Total hatelfor \$ 1500.7 Dist No 1 13000 1650 00 r. 760 2 17000 2000 00 200 22000 5 No 3 12000 1400,00 150.00 155000 " No 4 150000 2000.00 200,00 22000 " 700 5 120000 1400: 150.00 15500 ·· 700 6 140000 170000 200.00 190000 1700.00 " no 7 140000 2000 19000 1700.00 .. 76. 8 15000 140000 185000 111000 13 400 00 140000 1480000 seconded by Ben Fitseker the meeting adjourned. I Leonard Schaff Augo W. Schnebloth

Minutes of the Board of Directors Members Present: V. a. Echermann, albert Schneckloth, Mrs. C.C. Krambeck, Ben Litake M and Leonard Schaff Business Transacted: Meeting called to order by the Secretary in the absence of Pres. Walter Stock On motion of V.a. recker mann seconded by Seward Schaff albert Schweckloth was affointed temporary chairman so curried. B Andget estimate was submitted as forted there being no objections on motion of J. a. Eclarmann seconded by Ferrified Schaff that the Budget estimate be approved. motion carried. Bids for affrobinately 45 Jon of coal to be delivered to the various schools livere bubnitted the the Where Lor. Co. and the Redridge Coop. Co. after due consideration the motion of U.a. Relemman seconded by Ben Lettschen the bid of the Redridge Coig Co. of 920 for West Virginga Primrow lump be accepted motion cadried. m Since it affected that the fainted had some difficulty in doing a decent job at Schools in dist. Ho I and I and ording to the fact that some refair work had to be done at 165 therefor on motion of Ben Fitzcher seconded by Leonard Schaff that where ever changes Owere necessary from the original contract that the same be made that the some bet hade with the Director of that facticular district and the Pres of the Board acting as a committee affroring of said change and that for this additional work stemy tech the fatinter be faile at the rate Dof 50 clo per hour carried. by Fitscher the meeting adjourned. at 10 30 of Schoff seconded Augo w. Schneklock

Minutes of the Board of Directors 1938 Ofecial meeting RECEIPTS Members Present: Walter I tock, albert Schnecklork, Jeonard Schoff. Grover Zabel and L. G. Schneklorth and L. a. Schneklock Business Fransacted: Meeting called to order at 8 45 P. M. Yres. Walter Noch presiding County Duft. Harry W. Banse was fresent and addressed the Board members on some sufflementary redders that he desired to introduce into the schools of Lincoln Twof. after some discussion On motion of albert Schnecklock seconded by Leonard Schaff that we order these books through the County Suffer office at a Cost of affeotimately 7500 plus transfortation motion carried. The following bills were presented Gordon Vartine Co 14 Down and lock No6 On motion of Grover Jabel duly seconded and adopted that all bills be allowed. Janet Zabel Truth Zabel 950 Cleaning etc 764 No. 4 Mrs. Leonard Schaff 24.70 1 1 207 12.42 / Cefairs " albert Schneckloth No L Carried. 14.04 Cleaning " Mrs Fred Jagenheimer No 3 Fred Jugenheimer and No. 3 Vietor Huch 3881 Paint " Scott Farm Bureau Service Co No 3 Orey H Goettack for labor done at Dist. 76. 5. In which Mr Schnack and asked for 80 cto fer he and Mr Goetlack for 65 to fer he was taken uf. It was the ofinion of the Board that these figures were too high therefore upon motion of Groder Jabel seconded by albeit Schnecklock that live deduce the figures of the Schnack to 70 the fer be and those of the Battish to . 50 to fer be. and the secretary was instructed to Consult the afore said men of the change Thaniel. On motion the meeting adjourned. Hugo Il Hugo W. Schneklock sery.

Minutes of the Board of Directors Members Present: Halold Rokermann, V. a. Relærmann, Walter Koch albert Schneckloch Mrs C.C. Krambeck, Ben Litscher, and L. a. Schnekloch
Business Transacted: Lincoln was held this lay with the above members present. Meeting was called to order by Pres Walter I tock at 2 15 P M. Mignited of the Sept 16, 38 meeting west read by the Seci and or notion afferred as real. The following bills were presented Lloyd Baustian 57.80 Sufflies, books ele american Mutual Fire & Totalo Ing asin 3700 additional Ins. Jas. H. Muse Co Refairs on furnace Noz 109.97 Scott Farm Bureau Service Co Paint of floor oil 11.12 J. C. Penny Co Cuttains to 7 4.76 Christian Ewoldt Hauging door not 3.00 C Jansen Repaired on clock no 7 1.50 Mrs C.C. Krambeck Cleaning School & grounds & fainting 165 32.63 Cleaning grounds & sufflies No 1 Harold Kelermann 26.06 V.a. Eckermann 2524 On motion of albert Schnecklock seconded by Ben Litschen that the above bills be allowed and ordered faid carried The labor bill of Chas I Schnack for \$2940 held over from last meeting was turned over to Pres Noch who was authorized to make the best rettlement possible There being no other business on motion the meeting Augo W. Schneklack Reig.

Minutes of the Board of Directors Maynard Kitchen, Ben Litscher, Leonard Dehoff, Grover Jakel and La. Schneploth at days Business Transacted: In the absence of a President meeting was called to order by the security where upon motion of Henry Kreiter seconded by Leonard Schaff that V. a. Redurmann be affinited temporary chairmana molion estiled. The Board when fraceded to organize by being sworn in by the Decretary. Rominations for President called for Hethry theiter nothingles V. a. V. Externam V. a. Eckermann nominaled Leonard Schaff On motion of Ay streiter duly becouded and adopted that nominations clase motion carried & Alhere upon Board proceeded to ballot for President which resulted as follows V.a. Eclaimann to votes and Ledward Schaff I votes where infon & a. Reckermann was declaired elected and swom in by the secretary. The following refairs were asked for by the various Sub Districts Dist to 1 Painted outside and inside Toilets refaired Walls on the noth No. 2 Screens " 10.00 " 4 Sceptic Clark refaired " Lot platform and fund to be refaired forth with by Director Kitchen on motion of school seconded by A. Eckermann " 7 New fearce Material less labor \$ 7000 1 8 not larry On motion of throver jabel seconded by Ben Litcher that all these refairs were deemed recessary and taken care thefore the oleving of the new school year ent Dist. No! not any No. 5 not any " 6 ahma Baetke 1. " 2 Sima V-larabeck " 3 Not any " 7 Dehla Schloifeldt " 4 Dorothy Jugen keiner On motion of Kreiter seconded by A. Eckermann that the Board affrove teachers fut

Minutes of the Board of Directors Date of Meeting Was ZO

Form 60-11 Secretary MATE PARROTT & SONS CO., WATERLOO, IOWA C40700 Continued ECEIPTS Members Present: On motion of Zakel seconded by L. A. Achnellaik that directors be enformed to fill teaching valcancies where ever they existed some to meet approval of the Published of the Board Carried. WARRANTS On motion of L. a. Achueldock seconded by Achael that hence forth all light bills be faid out of the general fund and that Dist. Its, I be re indursed for money faid out for electric current alwring the school year beginning July 1, 38 Carried. INSURANCE There being no other business meeting adjourned on motion duly seconded and adopted. time 430 JP. m. Augo W. Schneklock Decy.

CASH RECEIPTS

1		CF	ADII ILLEM 12				
		dent of Public Instruction				-	
7		I A SONB CO., WATERLOO, IOWA C40708	PARAMETER	Our Receipt	TOTAL AI	MOUNT	-
	DATE 1936	FROM WHOM	PURPOSE	Number 4	General Fund	School House Fund	District
	July 1 July 16 16 16 16	Stale Comptroller	lge Trust & Davings Bank Restrict Standardized Dist no 2 "" " 7	el .	1 17732 759733 2876 3492 2670	3 7656 69931	759
	1: 26 Oct 28 Des 14 1937 " man 15	Ben F Luctye Co. Theas. # 1646 Ben F Luctye Co. Tress # 1698 Walter Kirch Jall No 3	Tuition Luverta Schmidt Iseneral fund Demi annual afft.		4620 323723 30349 8635 40		323
	Oct 17	Ben F Guetly Co. Treas " 7844 Leonard Johall	Denie annual afft.		381159 18766 15700	24	381
	apr 21	Eldridge Truck & Bas. BK 15 70	" Bank fay	outs	257 28	8069	
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CASH RECEIPTS

	Form S1—State Superintend		The state of the s			
	Form 60-11 (1) MATT PARROT	a sons co., waterloo, iowa C40708		Our	TOTAL A	MOUNT
	DATE	FROM WHOM	PURPOSE	Receipt Number	General Fund	School House
	1937			4	5	rund
	1/	2	. 3			0
	July 1	Eldridge Trust & Saving	Bank Restricted		67276	21518
	Ort.	Balance on Rand			784302	92582
	" 2	State Comproller	Standard Schools Hoz		2747	The state of the s
	11 2		" " "		4226	
	1 2	a second a s	n " " 7		3592	
	(2	Britler Trop. School Dist.	Juitien.		8921	
	lung 6	B. F. Luctge Co Treas # 7894			177971	
11	Oct 21	B. F. Luctye Co. Treas # 1894	District Tax 2895 83 Delingues 5932		2955.15	5926
-112	nov 11	Princeton Twof. Ichool Dist.	Terition		9233	
4112	11 10	Sub Dist No. 4	Money turned in by disbanded Equity		77	
	Dec 1	11 -10 767 -	Money collected in District		1906	
	may 11	B. F. Luctye Co. Treas. #124	Dilo tax		453450	
	7 11	1, , ,	Demi annual afft. # 124		133.45	
114	1 //	a g	Delinguent "		4751	
	0" 11	4	1			94
	June 21	# 239	Current 78 76 Delinguent 5937 Demi Cunual afft General fol		138 13	T.
	0 ". 25	" Duflicate # 256	Denie Curual afft		133.45	
	1. 25	10 00 00 00 00 00 00 00 00 00 00 00 00 0	General fol		2667	
	11 22	School Dist No 7			876	98602
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4			CENTER	RAL FUND							Yea	r Ending June 30, 19		
		REVENUE REC		TAL FUND	Nov. D					L HOUSE FUN				
-	District Tax	Appropriations	Tuition	Other	Sale of	ENUE RECEIPT		REVENUE RE			N-REVENUE RE			
	District 1am	8	9	Other Sources 10	Sale of Supplies 11	12	Other Sources 13	Tax for Bonds and Interest 14	Other Taxes 15	Sale of Bonds 16	17	Other Sources	19	
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CASH RECEIPTS

	Form S1—State Superintend	lent of Public Instruction		Our	TOTAL A	MOUNT
	Form 60-11 (1) MATT PARROTI	A SONS CO., WATERLOD, IOWA C40708	PURPOSE	Receipt Number	General	School House
	TO A CIVE	FROM WHOM	PORTOSE		Fund	Fund Fund
	1937		3	4	5	6
	1/	2	7.70		67276	21518
T	July 1	Eldridge Trust & Saving Balands on hand	Bank / te shicled		784302	Control of the Contro
1	July 1	Barrage Comment	1007		2747	92582
		Balance on Jana	Standard Schools No 2		4226	
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+	" 2	1	" " 7		3592	
	1 2	2 10 25.2	Tuitien.		8921	
1	1 2	Butler Trop. School Dist.			177971	
1	aug 6	B. F. Luctye Co Treas # 7894	District Tax 2895 83 Delingues 5932		2955.15	5926
	Oct 21	B. F. Luelye Co. Treas 4 44	District Lax of 10		9233	
	nov 11	Princeton Twof. Ichool Dist.	C. L. J. J. South		77	
	11 10	Sub Dist No. 7	Money lurned in by als bandes of		1906	
	Dec 1		Money turned in by disbanded Equity Money collected in District		453450	
	may 11	B. FLuelye Co. Treas. #124	New ray			
	11 7 11	11 8 . ,	Deni annual afft. # 124		13345	
			Delinguent "		4751	
	1 //		, ,			94
	June 21	, # 239	Current 78 76 Delinguent 5937		138 13	
	gave of	Dublicate # 256	Demi annual all		133.45	
	0 " 25	" "	Gamera ld		2667	
1	(' 26	" Duflieste # 256 School Dist No 7	- Secretary		876	au. K
11	11 22	renor con re			4.00	14538
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1	District Tax	Appropriations 8		Other Sources 10	Sale of Supplies	REVENUE RE	Other Source 13	REVENUE REC Tax for Bonds and Interest 14	Other Taxes 15	Non-Revenue Sale of Bonds 16 17	Other Sources	19
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CASH RECEIPT

Form S1—State Superinten	dent of Public Instruction			Tomes	
	TT & SONS CO., WATERLOO, IOWA C40706		Our Receipt	TOTAL	AMOUNT
		PURPOSE	Number	General Fund	School Hou
DATE	FROM WHOM		4	5	Fund
1938	2	3			6
000	Eldridge Trust & Davings Be	ruk (testricted)		67276	BEET STREET
July !	Canage Trust Basings	Balance on hand		958627	840
1,0	Echool Dist. Twf. of Butler	Tuition		10410	
" 5	sochost Vist. Ving. of Dutte	Standard school no. 4		3612	THE RESERVE AND ADDRESS OF THE PARTY OF THE
" //	State Comptroller	" 76.7		3400	L
11 . //	"	tuition		14130	v
	Princeton Teof. School Dist	T. E. a. advance		10-	v
Seft 26	Water Koch Dist. no 3	Bonus for Della Achlorfeldt		100-	r
04 - 29	Credit Dist Koj Cash	A. T. 7 Jul		283115	SECTION SECTION
Oct 19	B. F. Luetye Co. Treas. no 271	District John		9815	
1. 19	800° 0 7 2×110"	Semi annual afft.		2/228	A CONTRACTOR OF THE PARTY OF TH
0 1	Eldindge Trust & Sas. Bank			50	THE RESIDENCE OF THE PARTY OF T
Dec 5	walter toch	Sale of furnace no 2 (junts)		9922	
11930 23	West View Grange 76 2034	To offly on Light inst. Job Diet No.		1122	
	Treas of State	12 0 al 300 - 0 7 30 1	p. 7.	67566	4
		Bal of money Elding In & But. Dist tay 454296 Delinguent 924	su ruy	165	Active to the second
1 1 1 21/	B. F. Livelye Co dream. # 350	11. 1		455214	The second second
24	B. F. Lutye la frens miney collected banks	Demi annual affortion ment		13590	
May 23	Ich and Dist. No 7 Tragram	General "		9021	
Vec 10, 1938		. 4 000		2175	
110 4	Lincoln Teof Election Black light	al Jollo		200	1
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Total Branch	Form 60-11 (2) MATT PA	ekott x sons co., watereoo, towa C40708				General -		Instruction	1	
		Warman		FOR WHAT	General Fund	Schoolhouse Fund	Control	Teachers' Salaries	Text Books	Smell	Transpo
	DATE	Warrant	TO WHOM	POIL WILL	5	6	7	8	9	30	tions 11
	1 001	No.	3	4			Stand	ardized	707	-	
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T.	July 2	232	Leonard Schaff	Closing any	1626						
	1,12	233	Chas & Schnack	playor a manual	928						
	1 . 2	234	a.m. Blood Co	Camplina	738-						
	11 2	235	J. E. Baumgartner Deey	High school wilion	8167						
	42	236	Farmers Elevator Co	Ceral Disto 1-2-4-698	3 43					343	
		237	Lloyd Baustian	Sufflies							
1		1	male Parrott & Sons Co	Decy & Treas books ets	510						1 11
Hillin	1. 2	238	Hugo W. Schnellock	Adary as Decy	104-						1
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Hill	Reft 1	242		Coal & I fast	1578					1	
Hill	11 /	243	W. E. Herrick	Juning 7 frances	1/8/						
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	1	8 25 (" E. S. Dittuer	Teaching 3 who 263	487	5		487.	5	477	
	11 2	5 257	Elna Plambeck	" 1 mo. 1	70 -			70-			
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7	T				GENERA			4				SCHOOL HOU			Transfer	
+	STATE OF THE PARTY	UXILIARY AGEN		Co-ordinate	Operation	Maintenance		Capital	Debt	Transfer to Schoolhouse Fund	CAPITAL (Other Capital		SERVICE	Transfer to General Fund	
+	Transporta tion 11	Tuition 12	Other Items 13	Activities 14	of Plant 15	of Plant	Charges	Outlay	Service		New Buildings and Sites 21	Other Capital	Bonds 23	Interest 24	25	
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	Form S2—Sta Form 60-11	te Superinte	endent of Public Instruction PARROTT & SONS CO., WATERLOO, IOWA C40706		ТО	TAL		GENE	RAL FUND	3:	
		Warrant			General	Schoolhouse	General -		INSTRUCTION	-	
	DATE	No.	то wном	FOR WHAT	Fund 5	Fund 6	Control 7	Teachers' Salaries 8	Text Books	Supe	Transport
<u> </u>	1936	2	3	2 0 34 -	70-			70-	9	-	tion 11
	Mept 25	259	Eleanor Van Evera	1 mo leaching No 5	70-			70-			
		260	Klizabeth Bounell Dohla Schlorfeldt	1 " " O Ko 6	70-			70-			
	11 25	262	Helen Planbeck	1 " " " " 4	70-			7.0-		· c	
	1. 25	263	Ed Perk	Transforting children # 9	10-						1-11-
	1. 25	264	marion Fellner	week teaching # 3	1625			1625			10
	11 29	265	National Circulations Co	Child life magdine # 7	300					-	
	1: 29	266	Beller Carlo Col	Sufflies to 5 & 6	862					91.	
	Cet 23	267	Gend Flankbeck	(mo teashing No. 1	70-			70 -		0.62	
	11 23	268	Sima G. Plambeck	" " 2	70 -			70-			
	" 23	269	Marion Fellner	1 1 , 3	65 -			65-			
	11 23	2/0	Helen Plambeck	1 9 . 4	70 -			70-			
	(4 23	2//	Elganor Van Evera	1 1 1 5	70 -			70 -			
	, 23	273	Elizabeth Bounell Dehly Schlorfeldt	" (6	70-			70 -			
	" 23	274	Mrs E. G. Welsmann	A. 2 - 10 - Ta	70-			70-		,	
	11 26	275	Ed Teck	Drum no 7 Slandard	780				1111	780	
	2007	276	zoesklers	Dun forting children to 8	10-						10
	" 7	277	Gloyd Baustian	" Sufflies	765				765	7.00	
	17	278	Henry C Gatsch	Labor & supplies	7825				38 40	3983	
	" 20 7	179 -	Eena Clambeck	Clare one of D.				7		/ 30	
	" 70	180	Irma Plamberk	" " less old and	- 68 -			70-			
HHA	20	182	marion Fellner	One mo. Teaching	65-			68-	111		
	1 20 -	283	Helen M. Plambeck Eleanor Van Evera	1 " leed old age tog.				65-			
	" 20 2	84	Elizabeth Brassell	7 7 "	70-			68 -			
	11 20 2	-85	Elizabeth Bonnell Dekla Schlotfeldt	less old age 6	68 -			70-			
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			dent of Public Instruction							-,	
1	F01H1 00-11	Z) MATT P	arrott & sons co., waterloo, 10wa C40708		то	TAL		GENER	AL FUND	1	1
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			Eena Plambers	One mo teaching no!	70-			70-			
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		8 293		0 1 " 1 4	70-			76-			
	11 10	8 294	Eleanor Van Evera	" ' 5	70-			70-			13
		The state of the s	Klizabeth Bonnell	1. " " " " ? ? ?	70 -			70-			
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			Farmers Elevator Co	I load cols	150						
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	11		Jema G. Plambeck	11 1 1 2				70-			
	11 27	2 306	marion Fellner	" " 3	70 -			70-			
	11 27	CONTRACTOR OF THE PARTY OF THE	Helen M. Plambeck	11 11 11 11 11 11				65 -			
	11 22	1 308	Leenor Van Evera		70-			70-			1-
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			ident of Public Instruction		TO.	TAL		GENER	AL FUND	
1	Form 60-1	1 (2) MATT P.	ARROTT & SONS CO., WATERLOO, IOWA CA0706		10		G 1	The second secon	Instruction	T.
	DATE		TO WHOM	FOR WHAT	General Fund	Schoolhouse Fund	General Control	Teachers' Salaries 8	Text Books	Supply Transl
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	-		G. all	B. L a l a R. Banne	836				836	
and the same	V	1 3/2	Ginn 860	Books ordered by Bange Desk cofies	686				686	!
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		19314	Oftena Plamberts	one mo. new / # 2	70-			70-		
		9315	Jema & Plambeck	. #3	65 -			65-		1.00
		9316	Marion Follner	1 1 1 1 4	70-			70-		Y
	" "	9317	Helen M. Flangbeck	, 4 45	70 -			70 -		
		9319	Eleanor Van Kvera	2 - 76	70 -			70 -		
	"	9320	Rlizabeth Bonnell	, , #7	70-			70-		
	1	9321	Dehla Schloifeldt Ed Took	Teansforting children 48	10-					
	11 6	9 322	Thoger van Evera alm.		10					
	mar 1		G. Flanigan Co	Aufflies No 7 Standard A	1841	5 3 8, 4 3				1841
	11 1.		Elding Thur Jel. Co	Sufflies & toll	102					
	" (2		J. E. Banngartner Rea		99675					
		5 326	Jas H. Where Co	Heater & repairs	11975					
1	11 /5	327	Herbert Tlinds	Sufflies no / labor	1655					1655 5
	1 16	5 328	Edidge Co operative Co	Coal	7003					
	11 /3	5 329	a. m. Blood Co	Tapairs # 4	189					>-
	11 15	5 330	Edwin Johnson	Labor etc 26. 6	933					1
	R /6	5 331	B. A. Bonnell	Kindling & Supplies	115					
	1 /6	5 332	albert Schnecklock	Cleaning School gels. *						
	1 15	733	U.G. Eckermann	" School louse & yar	2506					
		334	Herman Boege	Bal due no 5 Suffe	u 233					233
			Eena Plambeck	One mo. Ceasking #1	70-			70 -		
			Juna G. Flambeck	" - 72	1,			70 -		
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	T			a	GENERA							SCHOOL HOU	SE FUND		Transfer
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Supplies 10	Transporta- tion 11	Tuition 12	Other Items	Activities 14	of Plant 15	of Plant 16	Charges 17	Outlay 18	Service 19	Transfer to Schoolhouse Fund 20	New Buildings and Sites 21	Other Capital Outlay 22	Bonds 23	Interest 24	General Fund 25
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		dent of Public Instruction					CENED	AL FUND		
Form 60-11 (2) MATTALA	RROTT & SONS CO., WATERLOO, IOWA CA0706		ТО	TAL		CINED	INSTRUCTION	1	T
DATE	Warrant No.	то wном	FOR WHAT	General Fund	Schoolhouse Fund	General Control	Teachers' Salaries 8	Text Books 9	Supplies	Tr
1937	2	3	4	5			68 -		10	
7 Kar 19	338	Helen Plambeck	One mo. leaching #4	68 -						1
		Eleanor Van Evera	" " " #5	70-			70-			
		Elizabeth Bonnell	" " " # 6	68-			68 -			
" 19	341	Della Schlorfeldt	4 , - 4 7	68 -			68-			
		Ed Trock	Transforling abildren # 8 to 7	10-						
1 19	343	Leg J. Wegman Star Trea	Old age assistance tax	8 -						-
11 19	344	le. l. Brown Lein	High School Enilier La Claire	10125						
apr 16	345	Elna Plazubeck	One mo. leashing no 1	70-			70-			7
		Jema G. Plamberk		70-			70-			
		marion Fellower		65 -			65-			
		Helen M. Hlambeck	, , 4	70 -			70-			
		Lecanos Van Evera	1 1 5	70 -			70-			
		Elizabeth Bonnell	" " 6	70-			70-			
11 16	35/	Dehla Schlorfeldt	, , , , , 7	70-			70-			
1 16	352	Ed Trock	Transfortation no 8 to 7	10-						1
, 16	353	Farmers Elevator Co	Coal 76, 2-4-87	8875						
11 16.	354	Wiese Sbr. Co	Lumber No 2. 533 767 939	1472						
May 19.	355	Leva Plancherk	One mo teaching no!	70-			70-			
4019	356	Syma G. Plambeck	" " Tho 2	70 -			70-			
11 19	357	Helen M. Flambeck	c a · Ro.4	70 -			70 -		1	
		Dehla Schlotfeldt	· · · · //	70-			70-		1	1
		marion Feller		65 -			65-		1	
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		Ed Teach	Transfalation 76867	10-					144	
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Ш	Form S2—State Supering Form 60-11 (2) MATT	endent of Public Instruction PARROTT & SONS CO., WATERLOO, IOWA C40706		ТО	TAL		GENE	RAL FUND	\\-\-\-\-\-\-\-\-\-\-\-\-\-\-\-\-\-\-\	
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=	July 1 364	Hawleye Garage	Syon Baro no.7	4050				777	97	
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	1 866	D. J. Claff "	Julian to Sheudan by	(
	11 / 367	J. E. Baumgartner Decy	11.11	8 6850						
	11 / 368	Legonard Schaff	Sufflies etc # 7	783					1	
	1 1 369	Hygo W. Schneklock		1104-	1535					
	1 1 370	Herbert Stlindt	Electric lights Vets. #1		14538					
	" 1 371	Merchants Mut. Bouling Co	Decy & Treasuro Bondo	1150				1887		No
	11 9 372		Taffrence books no. 2	1887				1001		S. E. C. L.
	0 22 373			460						
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	any 11 375	1 1	Crushed rock Ko 6	1550					918	
		Scott Farm Bureau Her. Co	7 /	918						
		Redridge Co. of Co.	Codl etc.	42853					42853	
	7-	Josephers .	maf case Jant treight	983						
		W.E. Herick	Juning 7 Transes	1575						
	" 17 380	J. n. Bonnell Lowa Rectric Co.	Part faytheret or faint Contract							
	Ox 1 382		Reclic Current No 7	1530			4-			
	1 383	Eena Plantice,	", " " " 2	75 -			75-		MI	
	c 1 384	marion Fellner	a 9 7 3	75-			75-			
	" 1 385	Janet Fahel		75 -			75-			
	11 386	Hazel Handlen	4	75 -			75-			
	11 1 387	Celia D. Achneklock	, ,	70.			70-			
	1 388	Debla Schlorfeldt	0 2 2 3	70 -			70-			
	1. / 389	Ed Trock	Transfortation 70867	75 -			75-			
		Hugo W. Schneplock	Bal dile as Dieg 600 order book	10-					77	
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				GENERA							SCHOOL HOU	SE FUND		Transfer	
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	Form S2—State Superin Form 60-11 (2) MAT	tendent of Public Instruction F PARROTT & SONS CO., WATERLOO, IOWA C40706		TO	ΓAL		GENEI	RAL FUND		
	Warra			General	Schoolhouse	General		INSTRUCTION	-	
	DATE	то wном	FOR WHAT	Fund	Fund 6	Control 7	Teachers' Salaries 8	Text Books	Supplies	Tronsi
P-	1937 No. 2	3	4	5				9	10	Transl
	Oct 11 391	Lyna Schully	Sufflies No!	104					100	
	11 11 392		111 7601	438					432	
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	0: 11 398	John & Henrilla Bounell	" . Ko 4	52						
	11 11 397	Baustians Store	It vil Desk colies	303				303	51	
	11 11 398	J. W Bonnell	Bal on faint contract	6250				203	111	
	11 399	Redridge Coof Co	Cols & Posts 26 697	201						
	11 11 1100	Mes Ledward Hekalk	Washing etc 767	630						
	11 11 401	tois & nelva Schall	Cleaning no 7	.1680						
	0 11 402	Edgar buliff It al	Cleanify etc.	1240						
	11 403	- Canan Couca	Refairs To 1	432				1111		
	1 29 405	Kena Schultz	One mo. Reaching Ho. 1	75-			75-			
		Rena Plankecke marion Fellner	1 1 1 2	75-			75-			
	1 29 407		1 1 3	75-			75-			
	1 29 408	Hazel OHansen	R 1 1 1 5	75-			75-			
	11 29 409	belia L. Schnekloch	A , 1 A 6	70-			70-			
	1 39 410	Dekla Schlorfeldt	1 1 1 7	70-			70-			
	" 29 4(1	Sed Took	Transfortation No 9 6 7				75	1111		1
	11 28 412	John Vague for	8 Aubrecht. la 10.	na						
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	1 29 414	Gears Toebuck & le o Garden City Educational Co	Sufflies 207	1750					1750	
		a. H. Holland	Shingling no / No 7	555					555	
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INSURANCE

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	1	- A gray	YOUTED	Co-ordinate	GENERA							SCHOOL HOUS	E FUND		
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Supplies 10	Transporta- tion 11	Tuition 12	Other Items 13	Activities 14	of Plant	of Plant	Charges	Outlay	Service	Transfer to Schoolhouse Fund	New Buildings	Other Capital	Bonds	Interest	to General Fund
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	1	Form S2—Stat	e Superinter	ndent of Public Instruction ARROTT & SONS CO., WATERLOO, JOWA C40706		ТО	TAL		GENERA	AL FUND	1	
		DATE	Warrant	TO WHOM	FOR WHAT	General Fund	Schoolhouse Fund	General Control	Teachers' Salaries	Instruction Text Books	No.	ignor
		1937	No.	3	4	5			91-	9	T	Transpor tion 11
UF	9	7ca 26		Krna Schultz	One ms. Teaching	75-			75-			
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				marion Fellener	^ '	75-			75-			1
		" 26	419	Sanet Zabel Hansen		70-			70-	44		
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				Ed Peocle Baurtians Store	Desta Copies No 6	594				594		10
		11 26			mals etc 767	3774						
		Doc 8	426	Ima Walter Zahol	Curtains Ho4	532						
		4 8		Lowa Electric Co	Electric current to 4	1530					141	
				Liloyd Baustiew Rehalty	School Sufflies One mo. teaching to	7500			7500		1161	
		1 24	430	Elna Plankeck	" 1 " 2	7500			1500			
				marion Feller	1 1 - 1 - 3	7500			7500			
				Ganet Zabel Hozel Haynsen	a · · · · · · · · · · · · · · · · · · ·	7500			7500			
				Colia L. Achnelloth	" 1 5	7000			7000			
		1 24	435	Dehla Schlorfeldt	n n n n	7500			7500			
				Ed Park	Transfortation to 8 % 76 7				10			10
				L.D. 8 M. T. R. Co.	Dist Copies No 2 Electric current No 2	391				391		
		gan 8,4	439	Janet Jakel	I all and II. III.						21	
				Erna Schulty	One mo teaching No. 1	7500			1500			
		* 28	441	Elna Flambeck	" , , , , , , , , , , ,	7500			7500			
				Page Footings						0.61	903	2
				Brought Forward		136388			1180 00	983	4675	2
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	" 25 456	Ed Took	Transforting children \$68 to 7	10-			10		
		Eduin Johnson	Play ground Egift NO 4	2500		8	180 -		1
		Herman Brege	Bal due Cleaning et 766						111
		A. B. Sawyer	" " Cleaning etc 76.1	2798					
		Wiese Lod. Co Fedridge Coop Co	Coal no. 1 and No 2	3060					
	1. 21 463	albert Schnecklock	Cleaning Delool grds. No &	4753					国
		C.C. Brown Decy	refairs no 8	376					
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	Form S2—St. Form 60-11	(2) MATT P.	ndent of Public Instruction ARROTT & SONS CO., WATERLOO, JOWA C40706		ТО	TAL		GENEI	RAL FUND	
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			albert Schnecklock	"	2430					
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1. 26	521	Tordon Van Sine to	Tell books	3285				3288	
		Emerican Book lo	sept sories	1323	V			1323	
		Tow Petersen \$60 Jema Glambeck	One mo teaching + 1	75-			7500		
1 30		Dorothy Jugenheimer	one mo ceasing " # 2	70-			70-		
11 30		() 5/ 1/ 0/0	,, , , , , , , ,	75-			75-		
		Hazel I. Hausen	, , , 75	75-			75-		
		belig . Schneklock	" " " # 6	75-			75-		
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11 11	535	Schwidt Music Co	Phonograph records	159	4				19
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1, 28		Kena Schults	" 1 701	75 -			75-		
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Form S2—State Superintendent of Form 60-11 (2) MATT PARROT	of Public Instruction T & SONS CO., WATERLOO, 10WA C40706		TO	TAL		GENEI	RAL FUND	1	
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" 16	574	Chas & Achnack Sears Trochush & Co	Pobor any 38 Dist No 5 Wiring de Dist No 6.	2840						
" 23	576	C.D.8 m RTP G	Electric Current in adv. # 2	1530	4					
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		Dorothy Jugenheimer	" " " " " " 3	75-			70-			
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	Form S2-State Superinte	endent of Public Instruction					
	Form 60-11 (2) MATT I	PARROTT & SONS CO., WATERLOO, 10WA C40706	New York Control of the Control of t	TOTAL	GENERAL FUND		
	DATE Warrant	то wном	FOR WHAT	General Schoolhouse Fund 5 6	General Teachers' INS	Text	
	1 2	3	4			Dooks 9	
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VF,e	11 20 600	Dorothy Jugenheimer	Clock " 3	275		4-10-	
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	4 20 602	Kedridge Co.of Co	Coal & Cement "2	2989			
	11 20 603	0.0	Grates no 4 Paint " 5	1316			
	11 20 604	Umerican Mut Fire & Tornalo	,003 assessment	44.40			
	11 20 605	Down Electric Co	Electric Current no 6	255			
	11 20 606	C.C. Brown Decy	High School Cuition at Le Claire	12150 V			
	1. 20 607	J. C. Baumgartner Secy	" at Davenport	104400			
	1, 20 608	Mis CC Trambeck 7	Bal due no 5	45			
	1 20 609	Hugo W. Schneklock	C.O.D. Scale Bar no. 6	415			
	1 24 610	Kona Schulie	One mes teaching , 1	7500	7500		
		Sema Plamberk	" , , , , ,	7500			
	11 24 612	Dorothy Jugenheimer	, , , , 3	70-	75-		
	11 24 613	Janet Babel	11 1 1 . 4	75-	70		
		Hazel & Hansen	1 1 1 5	75-	75-		
	11 24 615	Collia L. Schnetcloth	1 , (75-	15-		
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	apr 11 618	Cusiem Jour Voice Joigh Got	Rectric Current 2 2	10-		4-1-1	
	2 6 19	Tana Nichelle	One mo. teaching No.1	153		1	
	n 2/620.	Irma Planbeck	2 1 Xe. 2	754	7500		
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For	Form S2—Sta Form 60-11	e Superinter (2) MATT P.	dent of Public Instruction REGIT & SONS CO., WATERLOO, 10WA C40706		ТО	TAL		GENEI	RAL FUND
For /	DATE 1939	Warrant No.	то wном	FOR WHAT	General Fund 5	Schoolhouse Fund 6	General Control 7	Teachers' Salaries 8	Instruction Text Books 9
Wa.	Afr. 21 11 21 11 21 11 21 11 21 11 22 11 22 11 22 11 22 11 22 11 22 11 22 11 22 11 22 11 25 11 26 11 26	626 627 628 631 631 632 633 634 635 637 638 639 642 643	Ed Rock Eddidge Drug Co Jowa Electhic Co Jacklers John Jan Time Co Whoden Jan Time Co Whet Johnecklock Earne Johnellock Janet Jahell Jeastern Jowa L. & P. Co of. Sown Electric Co Celia L. Schneldock Dorothy Jugenkeimer Dehlaf Schlorfeldt Ed Tock Hoyel J. Harrsen Jema Plancheck Eastern Jowa P. & Co of	One mo. teaching 76. 6 Transforting children 86 Thed Cross Sufflies Electric Current 16 6 One flag 1607 Acreeus Inte 1602 It chairs "4 One mo. teaching "4 Electric current" 3 Transforting children 8607 One mo teaching # 5 Electric current "3 Figal ise cream 8 Ofoons #7	8750 7 10- 92 255 230 1592 3562 75- 75- 75- 75- 75- 75- 75- 75- 75- 75-	2		75- 75- 75- 75- 75- 75- 75- 75-	
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Transporta- tion 11	Tuition 12	Other Items 13	Activities 14	of Plant 15	of Plant 16	Charges 17	Outlay 18	Service 19	Transfer to Schoolhouse Fund 20	New Buildings and Sites 21	Other Capital Outlay 22	Bonds 23	Interest 24	Fund 25
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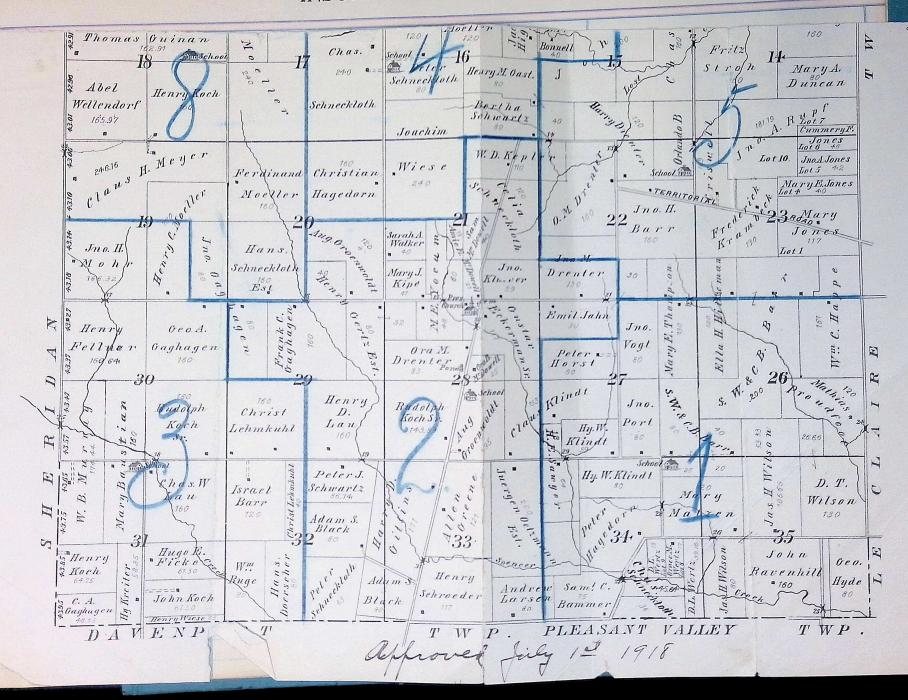
INSURANCE RECORD

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1	Policy Number 5	Amount of Policy	Date of Issue	Term of Years	Date of Expiration	Rate	Term Premium 11	Paid by Warrant No.	REMARKS 13	
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INSURANCE RECORD



School Boundraries.
Approved July 12 1918

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REPORT

TUITION PAYMENTS

			1012-							
	Form S-5 State S	uperintendent of Public Instruction			Months	Rate Per	Total Amount	PAY	Fo	
Form S3	Form 60-11 (5)	MATT PARROTT & SONS CO., WATERLOO, IOWA CAO706	or tours	NDED		Month	Due	Date	Amount	PAP Fo
Form 6	School	NAME OF PUPIL	SCHOOL ATTE	Aller	Attended	5	6	7	8	Date
	Year	9	3		4		4500	Febr 5	4500	1
	1936-37	A 0:22 T .	Davenfort	High	5	900	45-	" "		-1-
		Buliff Frances	"		5	9-	45-		No. of the last of	4-1-
		Johnson Edwin	,	"	5-	9-	45 -	" "		4
		Lage Loretta		-	5	9-	45 -			-
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		Schnefclock Donald	R	,	43/4	9-	42 75		42 75	
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		Zabel acles	"	-	5	9-	45 -	1. "	45-	
		Sawyer Laverne	"	"	5	9-		7 .		
		Bard Beulah	"	A	5	9-	45 -	11 11		
		Bonnell John	/1	,,	5	9-		", "		
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		Tunhof Toland	^		~ 5	9-	45 -	" '		
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		Schwartz Teach	^	7	3-	9-	2475		15-	
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		Lively Evelyn	Le Caire	High	14	9-	228			
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			-	4	7	9-	18-	" "	10	
		Thomas Colleen		,	3,4	9-	27 -		27	
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Form SR-37
For
DISTRICTS WITH
ELEMENTARY
SCHOOLS ONLY
(Not beyond eighth grade)

SECRETARY'S ANNUAL REPORT

to the

COUNTY SUPERINTENDENT OF SCHOOLS

For the year beginning July 1, 1936, and ending June 30, 1937

alle of district
ownship of Lincoln County of Scatt
Ownship ot
Two copies of this report are to be filled out by the secretary and presented to the school board for approva
t its meeting July 1, and one copy filed with the county superintendent within ten days thereafter.
If the district has territory in more than one county it is considered to belong, as a school organization, to the county in which the buildings are located, and this report in such case should be sent to the county superintendent county in which the buildings are located, and this report in such case should be sent to the county superintendent
f that county only.
Filed in my office this
County Superintendent

Page 1

								Page 2
1. Underscore the type of your scho	ol organ	ization:	eity, to	wn, vil	lage, consol	idated, ru	ral indeper	ident. school
township. If a school township, he	w many	sub-dis	stricts? .		8			,
2. Number of members on complete s								
3. Number of counties in which the								
4. Number of pupils between 7 and								
(a) Public school—Boys			Girls		-5	Total	/	13
(b) Private school—Boys Note: Section 4412 requires private scho	4	(Girls	4		Total		
5. Number of pupils promoted from								
Boys	Annahista .					Total	12	
6. Total enrollment in public day sch						10031		
Kindergarten				Fifth.	orra da		10	
First grade	100						16	
Second grade							15	
Third grade	-000						13	
Fourth grade								
							113	
7. Total average daily attendance, kin								
8. Of the total enrollment in your scho	ool as re	eported	in item	7, how i	nany were	previously	y enrolled i	n other public
schools in Iowa during the same sel	ool yea	r1		7				
9. Number of months in complete scho	ol year.		4	9				
10. Number of days school was actually (Do not count days school was dismissed or	in sess	ion of insti	tute, holi	7.5 days, or	for other re	easons)		
11. ENROLLMENT AND A	TTEND	ANCE	BY TY	PE OF	SCHOOL	ORGANI	ZATION	
Type of School Organization	Number of Schools (Note 1)	Boys	Enrollmen	t	ALL DU	endance in o	lays of	Average Daily Attendance
Kindergarten	TATUME AT	Lidya	CIFI	10001	enti	ire school ye	16	(Note 2)
One-room elementary	7	58	55	113				
Two or more room elementary								
Total				+				

† The entry in this space should equal the total as found in item 6. †† The entry in this space should equal the entry in item 7.

Adult education classes (See Note 3)

- Note 1: A school, for reporting purposes, is defined as a one-room school employing only one teacher, or a school of two or more rooms usually housed in the same building, and having a principal in charge. The number of kindergarten schools will be the same as the number of buildings which maintain kindergarten departments. In buildings having more than one teacher, each room used should not be considered a school for the purposes of this report.
- Note 2: To find average daily attendance divide the aggregate attendance for the year by the number of days school was actually in session. Where kindergartens are limited to half-days, count each half-day of attendance as a full day. Carry out to
- Note 3: All types of classes for adults which are sponsored by the district should be reported here, including those financed in part by vocational education (Smith-Hughes) funds, by emergency education funds, by local funds, or under any other plan.
- 12. Number of non-resident pupils enrolled in your school from whom or for whom your district receives tuition

13. Number of resident pupils attending school outside your district at the tuition expense of your district27
14. Number of pupils for whom your district provided transportation
15. Number of bus routes: Horse-drawn Motor
Note: This is the number of teaching positions: Men. Women. Total
17. Number of different individuals employed as teachers: Men
19. School buildings: Number
21. Levy in dollars for the school year 1936-37; Schoolhouse Fund \$ 7000
22. Amount of your outstanding bonded indebtedness June 30, 1937 \$
23. Balance on hand June 30, 1937, according to the secretary's record \$ 10.3.2.7.2
24. Balance on hand June 30, 1937, according to the treasurer's record \$
25. Amount of unpaid warrants June 30, 1937 \$

NOTES ON FINANCIAL STATEMENT

(See next page)

- 1. This financial statement is to be taken from the secretary's records. It should include all warrants issued by the secretary, regardless of whether they have been paid by the treasurer.
- 2. Balances on hand July 1, 1936, should be taken from the secretary's records for the previous year, and should also agree with the balances on hand as found in the report of the state examiners for the year ending June 30, 1936. Amounts restricted in closed banks as well as active funds are to be considered as a part of balances on hand.
- 3. Balances on hand June 30, 1937, according to the secretary's books, plus unpaid warrants should equal treasurer's balances at the same date.

FINANCIAL STATEMENT

For the Fiscal Year Beginning July	7 1, 1936, and Ending June 30, 1937
SCHOOLHOUSE FUND	
RECEIPTS	EXPENDITURES
1. Balance on hand July 1, 1936	5. Capital outlay a. New buildings and sites
2. Revenue receipts from a. Tax for bonds and interest	6. Debt service a. Principal of bonds
3. Non-revenue receipts from a. Sale of bonds (original issue) b. Sale of refunding bonds c. Other sources	7. Transferred to general fund
4. Total schoolhouse fund receipts 8. / 141.00	8. Total schoolhouse fund expenditures
	9. Balance on hand June 30, 1937
GENERAL FUND	
RECEIPTS	EXPENDITURES
10. Balance on hand July 1, 1936	14. General control
11. Revenue receipts from a. District tax	b. Other instruction costs (textbooks and supplies)
(2) State and federal aid	16. Auxiliary agencies. a. Transportation of pupils
	e. Other auxiliary agency costs
2. Non-revenue receipts from n. Sale of materials	71617
b. Other non-revenue sources	18. Operation of plant
	19. Maintenance
	20, Fixed charges
7732 re alreated July 1 36	22. Debt service
ncluded	23. Transferred to schoolhouse fund
Total General fund receipts 16576 49	24. Total general fund expenditures 908071
	25. Balance on hand June 30, 1937 85/5. 78
pproved by Board July 1, 1937.	I hereby certify that the foregoing report is correct to the best of my knowledge and belief. Secretary
President of Board	RAI Reduige J.P. O. Address
P. O. Address.	July, 1987.

